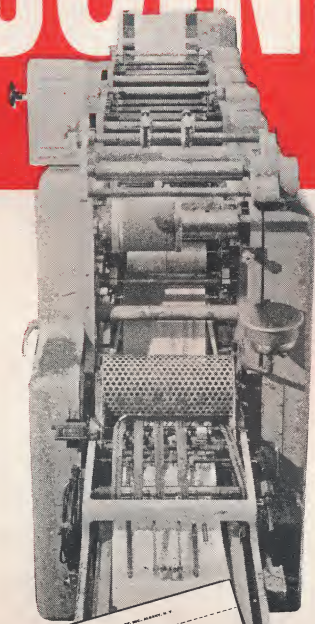


BUSINESS FORMS

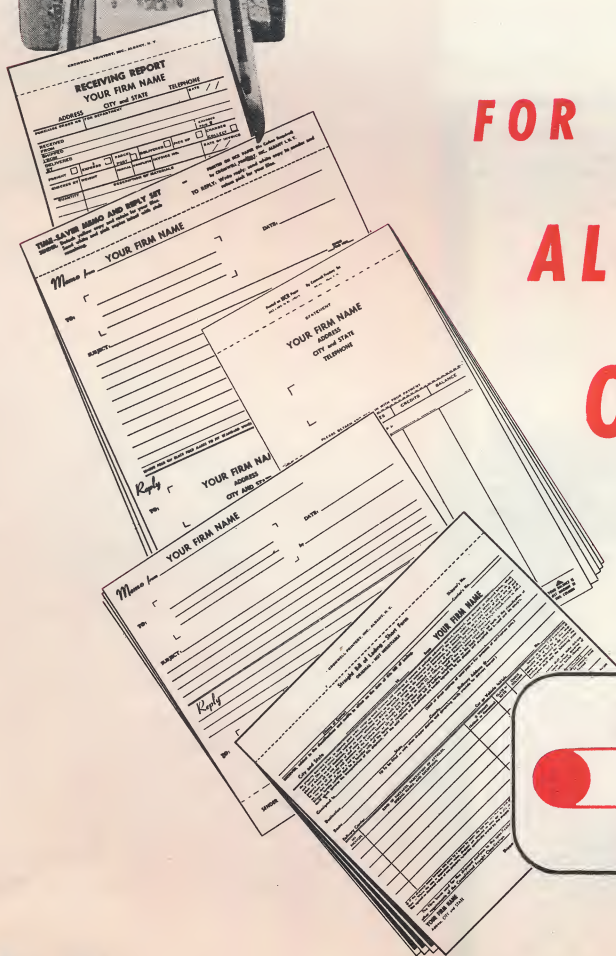


Catalog

FOR

ALL YOUR

OFFICE NEEDS



cromwell
printery inc.

CATALOG No. 264

**CHURCH AT BLEECKER
ALBANY, NEW YORK 12201**

The Best in Business Forms at Lower Cost to help you Cut

Economy and efficiency are the basic principles incorporated into the business forms designed and produced by Cromwell. Your management needs, uppermost in mind, are given careful consideration in providing you with business forms of correct design to properly aid you in your daily business operations. Cromwell places the know-how and versatility of fine craftsmanship at your disposal to help you simplify your operations and place you on the road to economy.

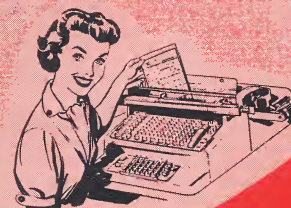
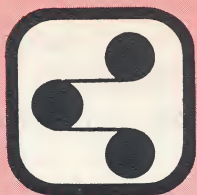
All the forms within this catalog were designed to build favorable impressions for you, your product, and your services. Top **QUALITY**, combined with the best in **SERVICE** and backed with the guarantee of **SATISFACTION** have made Cromwell a leader in the printed business form field.



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Costs and Boost Efficiency in Your Business Operations!



GENERAL INFORMATION

COPY — To avoid errors please enclose letterhead or other business printing. Watch particularly for changes in company names, telephone numbers and zip codes.

PUNCHING — Minimum charge \$1.50. Pricing is 10¢ per thousand holes, per part.

PACKAGING — We cannot ship quantities smaller than the minimum shown. Please order in the quantity brackets listed. Our stock and production runs are geared to these particular amounts.

SHIPMENTS — 7-14 days after receipt of order on most imprinted items unless otherwise noted. Unimprinted stock can be shipped immediately.

SPECIALTY PRINTING — If you have a form that is custom printed (Carbon Snapout Style, NCR Snapout Style, etc.) we will be pleased to furnish you with a quotation on your next order.

REQUEST FOR QUOTATION

Efficiently and Ingeniously Designed with Special Striped Carbons

DISCARDED PREVIOUS EDITION ALBERT L. H. T.

YOUR FIRM NAME

ADDRESS CITY and STATE

REQUEST FOR QUOTATION

	VENDOR	QUOTATION	DELIVERY	F.O.B.	TERMS
1.					
"					
"					
2.					
"					
"					
3.					
"					
"					

Please

Address *to*

Reply

**IMPRINTED WITH NAME
&
ADDRESS**

REFER TO:

INQUIRY NO. ←

IMPRINT
YOUR OWN
COPY IN
THIS
SPACE

QUANTITY	DESCRIPTION

BID TO CLOSE	TERMS & F.O.B. POINT	DELIVERY TIME REQUIRED

**Available
in
Two
Carbon
Interleaved
Styles**

COLUMBIA REQUEST INC. ALBERT L. H. F.

YOUR FIRM NAME

ADDRESS CITY AND STATE

REQUEST FOR QUOTATION

VENDOR	QUOTATION	DELIVERY	F.O.B.	TERMS
1. "				
"				
2. "				
"				
3. "				
"				
4. "				
"				
5. "				
"				

Please
Address *to*
Reply

**IMPRINTED WITH NAME
&
ADDRESS**

REFER TO:
INQUIRY NO. _____

▶

**IMPRINT
YOUR OWN
COPY IN
THIS
SPACE**

QUANTITY	DESCRIPTION

BID TO CLOSE	TERMS & F.O.B. POINT	DELIVERY TIME REQUIRED

FIVE PARTS for 3 Vendors

**Provides you with
THREE "REQUESTS" to Quote
PLUS two copies for your records**

ONE TYPING

SEVEN PARTS for 5 Vendors

**Provides you with
FIVE "REQUESTS" to Quote
PLUS two copies for your records**

Complete information, specifications and name and address of each supplier, typed completely on Part 1 provides a carbon impression on the remaining parts. The special blank stripes which appear in registered positions on each separate carbon between parts permit only the individual supplier's name and address to appear on the copy intended for him. A separate copy for each of the different suppliers can then be mailed allowing you to retain the remaining two parts for your office records. The names and addresses of ALL suppliers contacted, as well as the quotation information requested, appears complete on these two copies.

All parts are printed in Black Ink with appropriate lines at the top of the form appearing in Red Ink for emphasis. The stock on the Five part form consists of 11 lb. White Bond for all parts except Part 2 which is 11 lb. Pink Bond. Seven part form: 1 through 6 - 11 lb. White Bond; Part 7 - 11 lb. Pink Bond.

Your Name and Address may be imprinted in Black Ink at the top of the form on Part 1. Additional space for imprinting is available within the body of the form. Carbon impression appears on all subsequent parts.

PRICES

CODE NO.	00520	00521
QUANTITY	5-PART (3 VENDORS)	7-PART (5 VENDORS)
250	\$19.50	\$29.50
500	29.50	39.50
1000	49.50M	64.50M
2500	44.50M	59.50M
5000	39.50M	54.50M

PRICES DO NOT INCLUDE IMPRINTING

PRICES FOR IMPRINTING:

Up to 1,000 - **\$4.50** (Minimum Charge)
Additional 1,000's
or portion thereof - **\$2.50** per M

PURCHASE ORDER and INVOICE



Place the responsibility for purchases and keep full check of expenditures with this efficiently designed form. Neat and attractive in appearance it will speak well of your taste in business forms. Available in three part or four part carbon-interleaved set, with or without horizontal ruling within the body of form. All parts are printed in Black Ink with the words "Purchase Order" appearing in Red Ink at the top. The stock consists of: Part One - 15 pound White Bond; Part Two - 15 pound Canary Bond; Part Three - 15 pound Pink Bond; and Part Four - 15 pound Blue Bond.

Your Name, Address and Telephone Number may be attractively imprinted in Black Ink at the top of Part One, with carbon impression on all subsequent parts. Numbering, if desired, can also be included. (See prices below).

PRICES

CODE NO.	UNRULED 00508	RULED 00509	UNRULED 00510	RULED 00511
QUANTITY	3-PART		4-PART	
250	\$ 6.00		\$ 7.00	
500	9.50		11.00	
1000	16.00		19.00	
2000	30.00		36.00	
5000	70.00		86.00	
10000	127.00		150.00	

PRICES DO NOT INCLUDE IMPRINTING

PURCHASE ORDER

CROMWELL PRINTERS, INC. ALBANY, N. Y.

PURCHASE ORDER

YOUR FIRM NAME
ADDRESS CITY and STATE
TELEPHONE

DATE _____

QUANTITY _____

DESCRIPTION _____

UNIT PRICE _____

AMOUNT _____

**THIS CAN ALSO BE SUPPLIED
WITHOUT HORIZONTAL LINES**

IMPORTANT: PUT NUMBER OF THIS ORDER ON YOUR CHECK LIST AND PACKAGE

Actual Size Overall - 8½" x 7¾"

Detached - 8½" x 7"

PRICES FOR IMPRINTING:

Up to 1,000 - \$4.50 (Minimum Charge)

Additional 1,000's or portion thereof - \$2.50 per M

NUMBERING:

Add \$4.50 regardless of quantity

Write for Prices on larger quantities of your own design

INVOICE

CROMWELL PRINTERS, INC. ALBANY, N. Y.

INVOICE

YOUR FIRM NAME
ADDRESS CITY and STATE
TELEPHONE

DATE _____

QUANTITY _____

DESCRIPTION _____

UNIT PRICE _____

AMOUNT _____

**THIS CAN ALSO BE SUPPLIED
WITH HORIZONTAL LINES**

Actual Size Overall - 8½" x 7¾"

Detached - 8½" x 7"

PRICES FOR IMPRINTING:

Up to 1,000 - \$4.50 (Minimum Charge)

Additional 1,000's or portion thereof - \$2.50 per M

NUMBERING:

Add \$4.50 regardless of quantity

Write for Prices on larger quantities of your own design

This Invoice form presents not only a neat and attractive appearance, but has been efficiently designed to meet your necessary requirements for issuing invoices. Available as a three part or a four part carbon-interleaved set, with or without horizontal ruling within the body of form. All parts are printed in Black Ink with the word "Invoice" appearing in Red Ink at the top. The stock consists of: Part One - 15 pound White Bond; Part Two - 15 pound Canary Bond; Part Three - 15 pound Pink Bond; and Part Four - 15 pound Blue Bond.

Your Name, Address and Telephone Number may be attractively imprinted in Black Ink at the top of Part One, with carbon impression on all subsequent parts. Numbering, if desired, can also be included. (See prices below).

PRICES

CODE NO.	UNRULED 00500	RULED 00501	UNRULED 00502	RULED 00503
QUANTITY	3-PART		4-PART	
250	\$ 6.00		\$ 7.00	
500	9.50		11.00	
1000	16.00		19.00	
2000	30.00		36.00	
5000	70.00		86.00	
10000	127.00		150.00	

PRICES DO NOT INCLUDE IMPRINTING



BILL OF LADING and RECEIVING REPORT

BILL OF LADING

Actual Size Overall – 8½" x 7¾"
Detached – 8½" x 7"

PRICES FOR IMPRINTING:

Up to 1,000 – **\$4.50** (Minimum Charge)
Additional 1,000's or portion thereof – **\$2.50** per M

NUMBERING:

Add **\$4.50** regardless of quantity

Write for Prices on Bills of Lading of your own design.

The necessary complement to all your shipping procedures. This form is designed to conform with all regulations relevant to your shipping operations. It is available to you in either a three part or four part carbon-interleaved set. All parts are printed in Black Ink on 16 pound White Bond.

The Name of Your Company, City and State may be imprinted in the upper portion of the form in Red Ink along with Your Name and Address in the lower left corner. A carbon impression shows through on the subsequent parts. Numbering is also available, if desired. (See additional costs below).

PRICES

CODE NO.	00504	00505
QUANTITY	3-PART	4-PART
250	\$ 6.00	\$ 7.00
500	9.50	11.00
1000	16.00	19.00
2000	30.00	36.00
5000	70.00	86.00
10000	127.00	150.00

PRICES DO NOT INCLUDE IMPRINTING

You can keep a closer check on the items which you receive with this detailed RECEIVING REPORT form. Available as an individual 3 Part carbon-interleaved snap-out form, it affords the convenience of three copies on each operation. This form contains all the necessary data for receiving and checking in merchandise and supplies. All parts are printed in Black Ink with the words "Receiving Report" appearing in Red Ink at the top. The stock for Part One is 15 pound White Bond; Part Two - 15 pound Pink Bond; Part Three - 15 pound Canary Bond.

Your Name, Address and Telephone Number may be imprinted at the top of the form in Black Ink with carbon impression showing through on the last two parts. Consecutive numbering is also available if desired, in Black Ink. (See prices below).

PRICES

CODE NO. 00507

QUANTITY	PRICE
500	\$16.50
1000	28.50
2000	51.50
3000	72.50
5000	98.50

PRICES DO NOT INCLUDE IMPRINTING

PRICES FOR IMPRINTING:

Up to 1,000 – **\$4.50**
(Minimum Charge)
Additional 1,000's or portion thereof – **\$2.50** per M

NUMBERING:

Add **\$4.50** regardless of quantity

RECEIVING REPORT

Actual Size Overall – 5½" x 9¼"
Detached – 5½" x 8½"

Write for Prices on larger quantities on forms of your own design.

NCR STATEMENTS and LEDGER CARDS



(NO CARBON REQUIRED)

STATEMENTS PRICES

SINGLES			2-PART	
CODE NO. 01100			CODE NO. 01101	
QUANTITY	8½" DEEP TO 8" WIDE	8½" DEEP OVER 8" WIDE	8½" DEEP TO 8" WIDE	8½" DEEP OVER 8" WIDE
1 M	\$ 34.50	\$ 35.50	\$ 64.00	\$ 66.00
2 M	44.50	45.75	86.50	90.50
3 M	54.50	56.00	104.50	110.50
5 M	74.00	78.00	144.00	149.00
10 M	118.00	124.00	222.00	229.00
Add'l M's	8.90	9.10	14.50	15.50

PRICES INCLUDE IMPRINTING

Cromwell's 1-part or 2-part NCR Statements and NCR Ledger Cards are the best available in easy-to-handle, economical, precision-constructed billing forms. Designed to work together, these forms mean faster billing, plus cleaner, more legible ledger cards than old style carbon-interleaved forms. When folded on fold marks, statement fits into standard window envelope. Ledger Forms are printed two sides in Black Ink, 32 pound Eye Ease Green or Buff Ledger.

Form made up to your specifications. Prints in Black Ink. Add \$10.00 Charge for Colored Ink.

LEDGER CARDS

PRICES

CODE NO. 01102

UP TO 8½" x 11"		
(Includes Four Round Corners)		
QUANTITY	1 SIDE	2 SIDES
1 M	\$24.50	\$26.50
Add'l M's	15.50	17.50

PRICES INCLUDE IMPRINTING

WRITE FOR PRICES
on Journal Sheet and other
items in your Bookkeeping
Department.

Please send samples of your forms with order so that columns can be printed to adapt to your machines.

Actual Size Overall - Statement - Up to 8½" high
to 11" wide, including stub

**DESIGNED TO WORK TOGETHER
FOR EASIER HANDLING**

Actual Size Overall - Ledger Card Up to 8½" x 11"



STATEMENT FORMS

AVAILABLE IN SINGLE SHEETS 1-part (*Loose or padded*)
ALSO 2-part CARBON-INTERLEAVED SETS

EITHER SIZE

WITH or

WITHOUT

HORIZONTAL

LINES

**FITS IN A
STANDARD
WINDOW
ENVELOPE**

Actual Sizes —

1-part 6¼" x 7" and 6¼" x 8½"

2-part 6¼" x 8½" Only (Detached)

When ordering, please be sure to specify whether:

1. 1-PART OR 2-PART
2. WITH OR WITHOUT HORIZONTAL LINES
3. PADDED OR LOOSE (on 1-part only)

Attractively ruled, these 1-part or 2-part forms are supplied with or without horizontal lines. (2-part statements are carbon-interleaved for easy use). Forms are designed to fit any standard #6¼ envelope, including Cromwell's "Thank You" Window Envelope shown on page 26.

These forms, printed entirely in Black Ink, are made up in advance so that the body style as shown cannot be changed. As noted they are furnished with or without horizontal lines for typing or bookkeeping machine use or with horizontal lines for those who post by hand.

Your Name, Address and Telephone Number may be imprinted at the top in Black Ink. Carbon impression appears on second part. Your company emblem can also be imprinted if a cut is furnished.

Cromwell manufactures all types of statements to fit any bookkeeping machine. Send your sample for prices on your special statement or ledger card to fit your special needs.

CODES

	SIZE	RULED	UNRULED
1 PART	6¼" x 7"	01200	01201
1 PART	6¼" x 8½"	01202	01203
2 PART	6¼" x 8½"	01204	01205

(Two-part available in 6¼" x 8½" size only)

PRICES

QUANTITY	1-PART EITHER SIZE	2-PART 6¼" x 8½" ONLY
500	\$ 9.50	\$19.50
1000	12.50	24.50
2500	17.50	36.50
5000	29.50	61.00
10000	44.50	95.50

PRICES INCLUDE IMPRINTING

(NO CARBON REQUIRED)

Your emblem, if desired, can be printed in Red Ink.

**NEW
HANDY
SIZE!**

PRICES	
CODE NO. 01400	
QUANTITY	PRICE
50 books	\$18.75
100 books	29.00
200 books	44.00
500 books	76.50

PRICES INCLUDE IMPRINTING

Actual Size Overall — 3 $\frac{3}{8}$ " x 5 $\frac{7}{8}$ "
Detached — 3 $\frac{3}{8}$ " x 5 $\frac{1}{4}$ "



MEMO SETS and MEMO SETS - Junior

YOUR NAME AND ADDRESS
CAN BE IMPRINTED HERE

Memo FROM _____

TO _____

DATE _____

SUBJECT _____

by _____

Actual Size Overall – 8½" x 7¾"
Detached – 8½" x 7"

PRICES

CODE NO.	CARBON-INTERLEAVED			NCR
	00300	00301	00302	00303
QUANTITY	2-PART	3-PART	4-PART	2-PART ONLY
500	\$ 6.50	\$10.50	\$ 13.00	\$10.50
1,000	10.50	\$15.50	19.50	17.50
2,000	18.50	25.50	32.00	26.00
5,000	39.75	51.00	69.50	54.00
10,000	69.00	93.50	128.50	98.00
Add'l M's	6.75	8.85	12.00	10.50

PRICES DO NOT INCLUDE IMPRINTING

**MEMO SETS INCREASE OFFICE EFFICIENCY
SAVE TIME, EFFORT, MONEY**

**AVAILABLE AS CARBON-INTERLEAVED
OR NCR (No Carbon Required)**

Cromwell's Regular Memo Sets come carbon-interleaved in 2 parts, 3 parts or 4 parts. The carbon is built-in so office personnel save time normally required inserting separate carbons and second sheets. These clean, economical Memo Sets actually cost less than your present cost for paper and multi-use carbon. Designed to fit standard #10 window envelope. Printed in Black Ink. This Memo Set is also available on NCR (No Carbon Required) stock in 2 part sets only.

Your name, address and telephone number may be imprinted on top sheet in Black Ink and by carbon impression on subsequent sheets. Impression on subsequent sheets of NCR stock is effected through chemical reaction of paper.

PRICES FOR IMPRINTING:

Up to 1,000 – \$4.50 (Minimum Charge)

Additional 1,000's or portion thereof – \$2.50 per M

Memo Set-Junior is a smaller "edition" of Cromwell's time-saving Memo Set, and for the short inter-office note – the informal reminder – It just can't be beat.

They are available as 2-part carbon-interleaved reminders. One-time blue carbon interleaf is discarded after use. Printed in Black Ink.

Your name, address and telephone number may be imprinted in Black Ink on first sheet and by carbon impression on second sheet.

PRICES

2-PART CARBON-INTERLEAVED ONLY—CODE NO. 00304	
QUANTITY	PRICE
1,000	\$ 4.75
2,000	8.25
5,000	18.50
10,000	33.50

PRICES DO NOT INCLUDE IMPRINTING

MEMO SET - JUNIOR
CROMWELL PRINTING INC., ALBANY, N. Y.

DATE: _____

Memo FROM: _____
IMPRINT HERE
(IF DESIRED)

TO: _____

SUBJECT: _____

Actual Size Overall – 4¼" x 5½"
Detached – 4¼" x 4¾"

PRICES FOR IMPRINTING:

Up to 1,000 – \$3.50 (Minimum Charge)

Additional 1,000's or portion thereof – \$1.50 per M

Personalized MEMO PADS



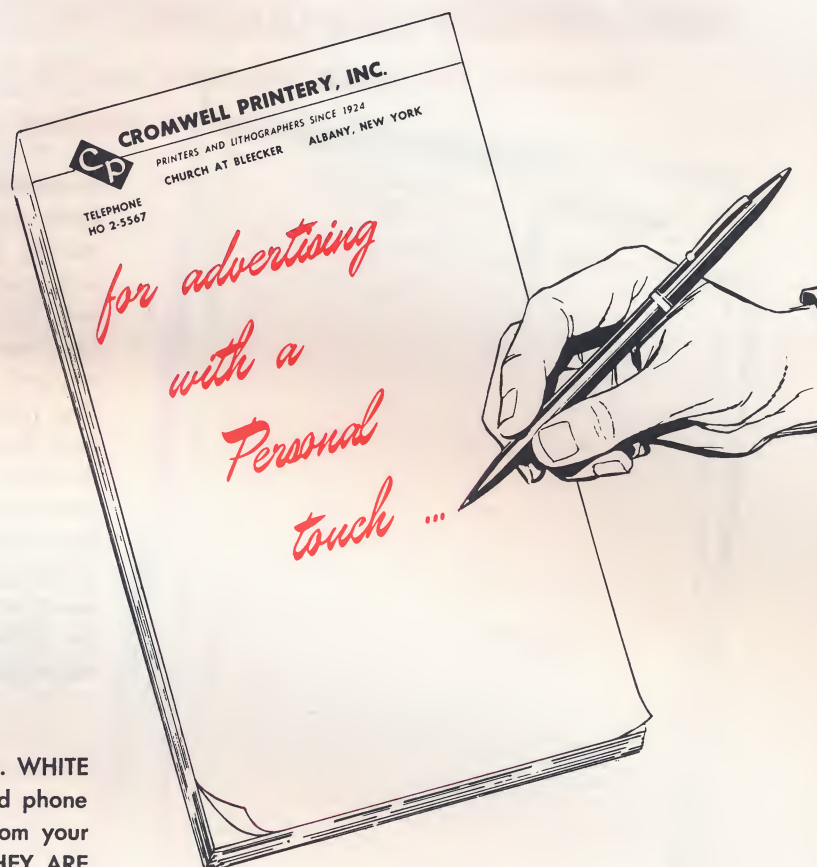
QUALITY BOND MEMO PADS

available in three sizes:

$3\frac{3}{8}" \times 5\frac{7}{8}"$

$4\frac{1}{4}" \times 6\frac{7}{8}"$

$5\frac{7}{8}" \times 8\frac{1}{2}"$



ALL THREE SIZES ARE AVAILABLE IN 16 LB. WHITE BOND PAPER. Your firm name, address and phone number imprinted at the top in blue ink from your letterhead or artwork, or we'll set type. THEY ARE SUPPLIED IN PADDED FORM; 50 SHEETS TO A PAD.

If desired, your letterhead or any available artwork can be reduced photographically and used at no extra charge.

PRICES

CODE NO.	01500	01501	01502
QUANTITY	$3\frac{3}{8} \times 5\frac{7}{8}$	$4\frac{1}{4} \times 6\frac{7}{8}$	$5\frac{7}{8} \times 8\frac{1}{2}$
250 PADS 12,500 SHEETS	\$ 21.85	\$ 27.50	\$ 44.50
500 PADS 25,000 SHEETS	35.50	49.50	72.90
1000 PADS 50,000 SHEETS	58.50	84.50	132.80
2000 PADS 100,000 SHEETS	101.00	140.25	212.75
5000 PADS 250,000 SHEETS	214.25	298.50	449.00
10000 PADS 500,000 SHEETS	378.00	528.75	796.50

NOTE: These sizes and prices may be used for other items that will fit the same specifications:

EXAMPLES:

BRIDGE, GIN, or CANASTA SCORE PADS; WORK SLIPS; INVOICES; INTER OFFICE MEMOS

Please supply copy ready for photographing to avoid incurring extra composition charges.

PRICES INCLUDE IMPRINTING

SPECIAL PRICES ON LARGER QUANTITIES
AVAILABLE ON REQUEST

MEMO and REPLY SETS NCR (NO CARBON REQUIRED)

FAST AND EASY WAY TO HANDLE INFORMAL CORRESPONDENCE

Designed so both sender and replier can fold for #10 window envelope without additional addressing!

TIME-SAVER MEMO AND REPLY SET

Detach yellow copy and retain for your files.
Send white and pink copies intact with stub remaining.

PRINTED ON REC PAPER (No Carbon Required)
by CROWNELL PRINTING CO., ALBANY, N.Y.

TO REPLY: Write reply send white copy to sender and retain pink for your files.

Memo from _____
YOUR FIRM NAME

DATE: _____

TO: _____

SUBJECT: _____

_____ by _____

FOLD HERE TO FIT STANDARD WINDOW ENVELOPE

Reply

YOUR FIRM NAME

ADDRESS
CITY AND STATE

DATE: _____

_____ by _____

FOLD HERE TO FIT STANDARD WINDOW ENVELOPE FOR REPLY

Actual Size Overall — 8½" x 12"
Detached — 8½" x 11"

Memo from YOUR FIRM NAME

DATE: _____

TO: _____ **by** _____

SUBJECT: _____

Reply

YOUR FIRM NAME

ADDRESS

CITY AND STATE

DATE: _____ **by** _____

TIME-SAVER MEMO AND REPLY SET

SEND Detach yellow copy and return for your files.
Send white and pink copies intact with stub remaining

TO REPLY Write reply, send white copy to sender and return pink for your files

Actual Size Overall – 8½" x 7⅝"
Detached – 8½" x 6⅝"

Cromwell's Memo and Reply Sets are made of three parts printed on NCR (No Carbon Required) Paper, providing both you and your correspondent with a copy of the message sent and reply made. After addressing and writing the memo, canary bottom sheet is detached and retained for your record of the message sent. The white and pink top sheets are mailed to your correspondent who, after writing his reply, detaches the pink copy for his files and mails back the white sheet which now includes his reply as well as your original message. Available in two sizes 8½" x 12" and 8½" x 7⅝", the sets are printed in Red and Black and are designed for folding by both sender and replier to show addresses in standard #10 window envelope.

PRICES

CODE NO.	00400	00401
QUANTITY	8½" x 12"	8½" x 7½"
500 sets	\$ 16.50	\$ 15.25
1000 sets	29.50	27.50
2,000 sets	55.00	51.00
5,000 sets	122.50	109.50
10,000 sets	215.00	189.50

PRICES DO NOT INCLUDE IMPRINTING

Your heading at top of form and your name and return address in the reply box may be imprinted in Black Ink

PRICES FOR IMPRINTING:

Up to 1,000 – **\$4.50** (Minimum Charge)
Additional 1,000's or portion thereof – **\$2.50** per M

MESSAGE and REPLY SETS (Carbon-Interleaved)



THREE PART, TWO-WAY CORRESPONDENCE AID ELIMINATES ERROR AND PROVIDES BUILT-IN FILING

Message and Reply Sets enable you to get out the maximum amount of correspondence free of the necessity of writing formal, and sometimes stilted letters. It also will help you get an answer back FAST because the recipient has only to jot down his reply, refold the message and mail it back to you.

These forms are made up in three parts, carbon interleaved, in two sizes: $8\frac{1}{2}'' \times 11\frac{3}{4}''$ and $8\frac{1}{2}'' \times 7\frac{3}{4}''$. Your message is written on the top portion of the form. The yellow copy is detached and retained as a record. The white and pink sheets, intact with carbon, are mailed to your correspondent. The recipient writes his reply on the bottom portion, detaches carbon and stub, and returns the pink copy to sender. The white original copy is retained by the correspondent for his record. Both you and your correspondent have a copy of the message sent and reply made. Printed entirely in Black Ink and designed for folding to use in a #9 or #10 window envelope.

PRICES

CODE NO.	00405	00406
QUANTITY	SIZE $8\frac{1}{2}'' \times 11\frac{3}{4}''$	SIZE $8\frac{1}{2}'' \times 7\frac{3}{4}''$
500 sets	\$ 13.00	\$ 11.00
1,000 sets	24.00	19.00
2,000 sets	46.00	36.00
3,000 sets	67.50	51.00
4,000 sets	88.00	64.00
5,000 sets	107.50	77.50
10,000 sets	210.00	150.00

PRICES DO NOT INCLUDE IMPRINTING

Space is available for imprinting your name and address in Black Ink.

PRICES FOR IMPRINTING:

Up to 1,000 — \$4.50 (Minimum Charge)

Additional 1,000's or portion thereof — \$2.50 per M

Actual Size Overall — $8\frac{1}{2}'' \times 11\frac{3}{4}''$
Detached — $8\frac{1}{2}'' \times 11''$

Actual Size Overall — $8\frac{1}{2}'' \times 7\frac{3}{4}''$
Detached — $8\frac{1}{2}'' \times 7''$



OFFICE PADS

**WHEN YOU WRITE MESSAGES DOWN . . .
YOU'RE SURE THEY GET ACTION**

Specially designed to get and hold attention so that important information is not lost, meetings are not missed or telephone calls forgotten.

DON'T SAY IT

Write it!

TO _____

FROM _____

Subject: _____

DATE _____

Write it!

Actual Size Overall - 8½" x 5½"

Printed by CRONWELL PENSTERY, INC., Albany 1, New York

FOR YOUR DESK

"DON'T SAY IT-WRITE IT"

An attention-getting reminder printed on easy to see and hard to overlook goldenrod stock. Attractively printed in two colors of Black and Red Ink. Padded in 100's.

PRICES

CODE NO. 01800

50 PADS	100 PADS	250 PADS
\$14.00	\$26.00	\$58.00

(100 SHEETS PER PAD)

TO _____

DATE _____ TIME _____

While you were out - - -

M _____

of _____

Phone _____

☐ TELEPHONED ☐ PLEASE CALL

☐ CALLED TO SEE YOU ☐ WILL CALL AGAIN

☐ WANTED TO SEE YOU ☐ RUSH

Message _____

Person who took message.
CRONWELL PENSTERY, INC. Albany 1, New York

FOR YOUR TELEPHONE

A SINGLE SLIP REMINDER

"WHILE YOU WERE OUT"

A handy reference to help you check back on those business matters that came up during your absence. Printed in Blue Ink on easy to see and hard to overlook goldenrod bond and padded in 100's.

PRICES

CODE NO. 01801

QUANTITY	PRICE
20 PADS	\$ 5.25
30 PADS	6.75
50 PADS	9.50
100 PADS	17.50
200 PADS	32.50

(100 SHEETS PER PAD)

Actual Size Overall - 4¼" x 5½"

TELEPHONE TOLL CALL

DATE _____

TIME _____

TO: _____

PLACE: _____

NUMBER: _____

☐ STA. to STA. ☐ COLLECT

☐ PER. to PER. ☐ TELEGRAM

REMARKS: _____

BY: _____

FOR YOUR BOOKKEEPING RECORDS

TELEPHONE TOLL SLIPS

Printed on pink bond in Black Ink. Padded in 100's and ready to go to work for you by providing the necessary record to help you check your telephone toll calls.

PRICES

CODE NO. 01802

QUANTITY	PRICE
20 PADS	\$ 5.25
30 PADS	6.75
50 PADS	9.50
100 PADS	17.50
200 PADS	32.50

(100 SHEETS PER PAD)

Actual Size Overall - 4¼" x 5½"

VOUCHER CHECKS



STANDARD STOCK FORMS *neatly designed*
with an attractive appearance . . .

AVAILABLE IN EITHER

**CARBON-INTERLEAVED or
 NCR (No Carbon Required) PAPER**

These Voucher Checks for use in accounts payable provide the signer with a quick, positive identification.

Each part is pre-printed with standard copy information in Black Ink and constructed into three part sets with top stub. An additional horizontal perforation along the bottom of the check appears on Part One only. Parts two and three contain the additional wording "Not Negotiable" in Red Ink on check portion and are punched for 4¼" binding.

Your specific imprint copy which consists of your name and address, consecutive numbering, bank name, address and clearing house number along with the signature lines are "crash imprinted" on Part One in Black Ink into designated areas with Carbon or NCR impression appearing on subsequent parts.

Magnetic Ink Encoding is available at additional cost (See Prices)

The diagram shows a three-part set of forms. The top part is the check, which includes fields for Bank Name and Address, Your Firm Name, Address, City and State, Date, Check No. (00000), and a line for Dollars. It also has a section for 'Pay to the order of' and a signature line. The bottom part is a remittance statement with columns for Date, Invoice Number and Description, Invoice Amount, Freight, Other Deduct, Net Amount, and Voucher No. The top of the remittance statement also includes 'YOUR FIRM NAME' and 'REMITTANCE STATEMENT'.

Actual Size Overall - 8½" X 7¾"
 Detached - 8½" X 7"

**FITS A STANDARD #10
 WINDOW ENVELOPE**

CARBON-INTERLEAVED FORMS

Stock on Part One consists of Safety Paper in a choice of Blue, Green or Gold; Part Two - 15 lb. Pink Bond; Part Three - 15 lb. Yellow Bond.

NCR (No Carbon Required) FORMS

Stock for Part One is 26 lb. White NCR Bond with the choice of a Blue or Gold Ink Tint area appearing on the check portion only; Part Two - 16 lb. NCR CFB Pink Bond; Part Three - 16 lb. NCR CF Canary Bond.

MAGNETIC INK ENCODING:

Imprinting your account number and bank clearing house numbers.

Up to 1,000 - \$7.50 (Minimum Charge)

Additional 1,000's or portion thereof - \$4.50 per M

WHEN ORDERING, SEND EXACT SPECIFICATIONS
 SUPPLIED BY YOUR BANK OR A SAMPLE CHECK.

PRICES

QUANTITY	CARBON	NCR
CODE NO.	02000	02001
500	\$29.75	\$31.25
1000	41.25	44.00
2000	31.25M	33.50M
3000	27.83M	29.88M
4000	26.13M	28.15M
5000	24.95M	26.85M

PRICES INCLUDE IMPRINTING

SAMPLES SENT UPON REQUEST

CUT COSTS AND BOOST EFFICIENCY THE CROMWELL WAY



STOCK FORM SNAPWELL SETS

You can have small quantity snapwell sets at large quantity prices



CARBON-INTERLEAVED and NCR (No Carbon Required) TWO SIZES AVAILABLE IN 2-part, 3-part, and 4-part SETS

Overall – 8½" x 11¾"
Detached – 8½" x 11"

Overall – 8½" x 7¾"
Detached – 8½" x 7"

Cromwell provides you with this answer to economical, inexpensive snapwell sets. Available in both carbon-interleaved and NCR (No Carbon Required) as you may prefer. Stock consists of bond paper in a color sequence White, Canary, Pink and Goldenrod. These forms can be used as furnished, or if desired, additional imprinting (in Black Ink) can be included – at additional nominal charge.

IMPRINTING INFORMATION and PRICES

Printing is performed by "CRASH" imprinting upon these assembled forms directly on part 1—with carbon or NCR impression appearing on subsequent parts.

1. FIVE LINE HEADING – Your Firm Name, Address, City and State and Telephone, Etc. appearing at the top only.

PRICES FOR IMPRINTING

Up to 1,000 – \$4.50 (Minimum Charge)

Additional 1,000's or portion thereof – \$2.50 per M

NUMBERING: (included with "CRASH" imprinting)

Add \$4.50 regardless of quantity

2. BODY OF FORM – (Includes Five Line Heading) PLUS Column Heads and Verticle Rules that you wish to appear.

SIZE OF SNAPWELL

Additional Composition Charges

8½" x 7¾"

\$18.00

8½" x 11¾"

\$22.00

PRICES (BLANK and RULED STOCK FORMS)

8½" x 7¾"	2-PART				3-PART				4-PART			
	CARBON		NCR		CARBON		NCR		CARBON		NCR	
	BLANK	RULED	BLANK	RULED	BLANK	RULED	BLANK	RULED	BLANK	RULED	BLANK	RULED
CODE NO.	00601	00602	00801	00802	00603	00604	00803	00804	00605	00606	00805	00806
500	\$ 8.55 LOT	\$10.55 LOT	\$ 9.70 LOT	\$11.70 LOT	\$11.40 LOT	\$14.40 LOT	\$15.40 LOT	\$18.40 LOT	\$15.05 LOT	\$19.05 LOT	\$19.90 LOT	\$23.90 LOT
1000	12.80 M	14.80 M	14.70 M	16.70 M	18.80 M	21.80 M	24.30 M	27.30 M	24.85 M	28.85 M	32.50 M	36.50 M
2500	10.15 M	12.15 M	13.15 M	15.15 M	17.70 M	20.70 M	22.85 M	25.85 M	23.35 M	27.35 M	30.55 M	34.55 M
5000	9.50 M	11.50 M	12.25 M	14.25 M	16.55 M	19.55 M	21.40 M	24.40 M	21.80 M	25.80 M	28.55 M	32.55 M
10000	8.85 M	10.85 M	11.45 M	13.45 M	15.40 M	18.40 M	19.90 M	22.90 M	20.30 M	24.30 M	26.55 M	30.55 M
8½" x 11¾"												
	BLANK	RULED	BLANK	RULED	BLANK	RULED	BLANK	RULED	BLANK	RULED	BLANK	RULED
CODE NO.	00701	00702	00901	00902	00703	00704	00903	00904	00705	00706	00905	00906
500	\$ 9.85 LOT	\$11.85 LOT	\$11.60 LOT	\$13.60 LOT	\$13.60 LOT	\$16.60 LOT	\$19.00 LOT	\$22.00 LOT	\$18.15 LOT	\$22.15 LOT	\$25.50 LOT	\$29.50 LOT
1000	14.95 M	16.95 M	17.85 M	19.85 M	22.45 M	25.45 M	30.85 M	33.85 M	29.95 M	33.95 M	42.10 M	46.10 M
2500	12.15 M	14.15 M	16.40 M	18.40 M	21.10 M	24.10 M	29.00 M	32.00 M	28.15 M	32.15 M	39.55 M	43.55 M
5000	11.40 M	13.40 M	15.30 M	17.30 M	19.75 M	22.75 M	27.10 M	30.10 M	26.30 M	30.30 M	37.00 M	41.00 M
10000	10.60 M	12.60 M	14.25 M	16.25 M	18.35 M	21.35 M	25.25 M	28.25 M	24.50 M	28.50 M	34.45 M	38.45 M

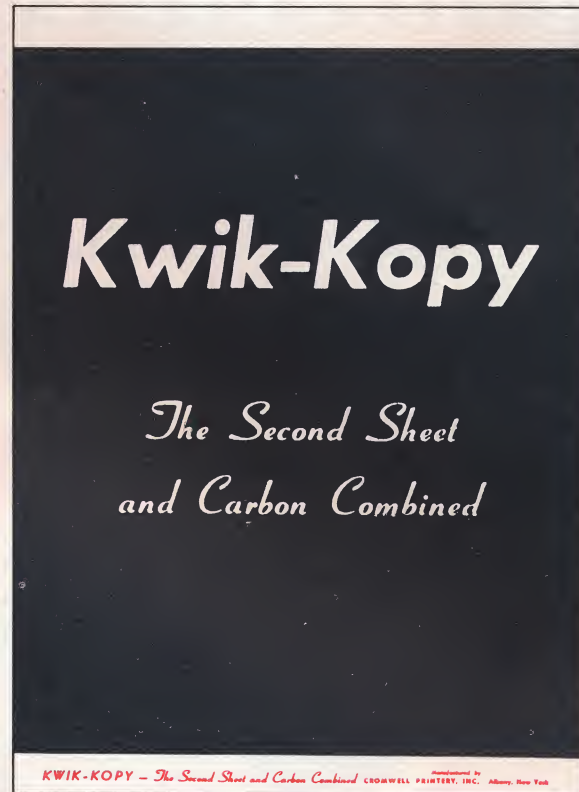
PRICES DO NOT INCLUDE IMPRINTING

Specify whether BLANK or RULED Form is desired



KWIK-KOPY is a standard single copy sheet and carbon or multi-part snap-out form stocked by Cromwell. **KWIK-KOPY** combines second sheets and carbon in 1, 2, 3, and 4-part sets at prices less than you now pay for loose carbon and second sheets. Carbon is glued to 3/4" stub at bottom (so typist can separate at top for erasures) for simple "SNAPWELL" separation. Single **KWIK-KOPY** is available in SNAP-OUT STYLE (with stub).

KWIK-KOPY is ideal for typing reports, inter-office correspondence or any job which requires several carbon copies. A time-motion study proved a secretary takes only 3 seconds to insert Cromwell's 4-part **KWIK-KOPY** into her typewriter, but 13 seconds to interleave loose carbon paper and second sheets and insert in the usual way. Fingers and paper don't get smudged, either . . . because carbon is never handled . . . just snapped out and thrown away.



**SMUDGE FREE
TIME SAVING
ECONOMICAL**

PRICES						
SINGLE SHEETS with CARBON						
CODE NO.	00103	00100	00101	00102	00104	00105
QUANTITY	YELLOW ONLY	WHITE	YELLOW	PINK	WHITE	YELLOW
(SHEETS)	8½" x 7¼"	8½" x 11"		8½" x 14"		
500	\$ 4.25	\$ 5.50		\$ 7.00		
1000	6.75	8.50		10.60		
2500	14.50	17.50		21.50		
5000	23.35	30.50		37.00		
10000	42.25	55.00		69.00		
NOTE: 8½" x 11" Size is also available in Carbon Pull-out Style "Copyettes" at prices listed. Specify when ordering. Note "Copyette" Style is available only in 1-part. SPECIFY COLOR OF PAPER DESIRED						

PRICES			
2, 3, and 4-PART CARBON SETS			
CODE NO.	00106	00107	00108
QUANTITY	8½" x 11"	8½" x 11"	8½" x 11"
(SETS)	2-PART	3-PART	4-PART
500	\$ 10.00	\$ 14.75	\$ 19.00
1000	19.00	27.50	33.50
2500	38.00	53.50	67.00
5000	67.00	95.00	117.00
10000	120.00	170.00	210.00
Color Sequence: 1: Canary; 2: Pink; 3: White; 4: Blue. (NO SUBSTITUTION) Write for Prices on Larger Quantities.			

Cromwell's

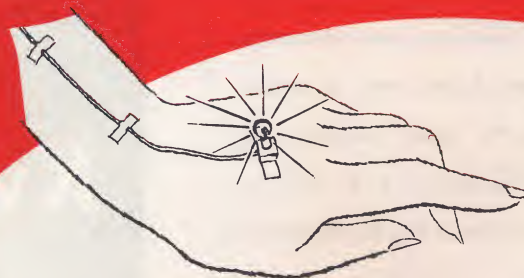
BUSINESS

FORM

STUDY

in TIME

and MOTION...



1.

A tiny electric light was taped to each of a stenographer's hands. Then her movements in preparing a 4-part memo both in the usual way and in the Cromwell way were photographed by stroboscopic light time exposures and clocked by stop watch.

2.

It took 13 seconds to get the 4-part memo into her typewriter using the ordinary way (interleaving carbon paper, second sheets and bond) . . . Only 3 seconds when she used the Cromwell 4-part NCR (no carbon required) form.

3.

This 10-second saving in time, motion and money (through better office efficiency) is graphically demonstrated by the contrast in light patterns in the photographs.



***Every Cromwell business form
is designed to save you time and money!***

Through the use of Cromwell's multi-part forms, and integral master forms, efficient duplication of information is achieved at low cost . . . and Cromwell's NCR forms eliminate even the time/cost for carbon disposal. Cromwell's faster-working forms are designed by master craftsmen to fit most efficiently into your business operation. For any special forms you may require please write for quote.

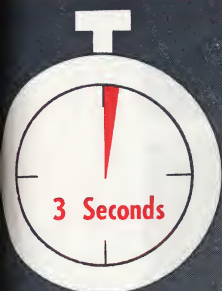


ORDINARY CARBON METHOD . . . *13 Seconds*

The photograph shows the many movements involved in preparing a 4-part memo by the usual method of interleaving three pieces of carbon paper, three second sheets and one bond by hand. Carbon-smudged hands . . . finger-marked paper . . . and the build-up of personnel fatigue can't be seen in the photo. Efficiency is reduced and office overhead costs rise.



IS MONEY LOST



CROMWELL FORM . . . *3 Seconds*

The photograph shows the ease of using Cromwell's memo form. This 4-part memo consists of an original sheet and three duplicate sheets which snap apart after the memo is typed or written. Available as Carbon Interleaved or NCR forms with company imprint in Black Ink, duplicate copies are always clean and distinct. Initial cost is actually below the cost of second sheets and carbon paper. And you get this demonstrated saving in time which steps up production . . . means more money on the profit side of your ledger . . . whenever you use any of Cromwell's NCR or Carbon Interleaved forms.

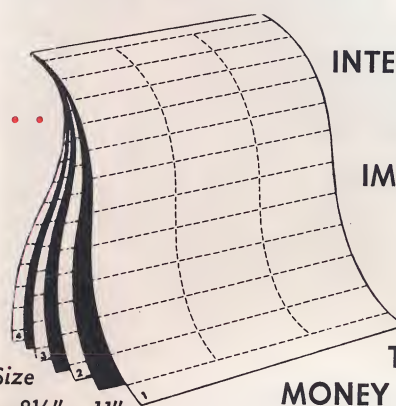
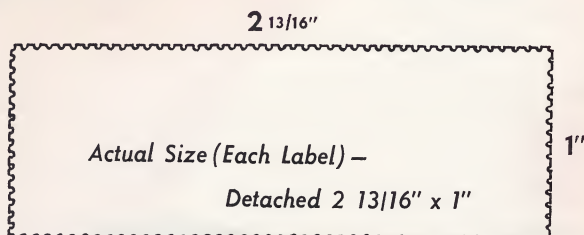


DUPLI-SNAP (33-on-a-sheet) GUMMED LABELS and CARBONIZED GUMMED LABELS

DUPLI-SNAP (33-on-a-sheet) GUMMED LABELS

**Here is the perfect low-cost answer
to every addressing and name copying need . . .**

Hundreds of businesses have found 33-on Address Labels offer immediately lower addressing costs. If you address or copy the same names more than once a year, you can do it faster, at less cost – and better with 33-on Labels, 8½" x 11". Available in 1-part, 2-part, 3-part and 4-part forms.



**CARBON
INTERLEAVED
READY
FOR
IMMEDIATE
USE**

**TIME and
MONEY SAVING**

**ONLY DUPLI-SNAP GUMMED LABELS
GIVES YOU ALL THESE ADVANTAGES:**

- MAKES 2, 3-IN FACT, UP TO 4 ADDRESSES WITH **ONE** TYPING
- COMES READY TO USE – WHITE GUMMED STOCK
- NEEDS NO SPECIAL EQUIPMENT, ATTACHMENTS OR SUPPLIES OF ANY KIND
- CLEAN TO HANDLE
- SPEED AND FLEXIBILITY
- NO SPECIALLY TRAINED HIGH-PRICED OPERATORS NEEDED
- THE 1-PART FORMS WILL GIVE EXCELLENT RESULTS WHEN USED ON SPIRIT DUPLICATORS

PRICES

CODE NO.	45260	45261	45262	45263
	1 PART	2 PART	3 PART	4 PART
QUANTITY	500 TO A BOX	250 TO A BOX	167 TO A BOX	125 TO A BOX
1 BOX	\$8.40	\$14.85	\$14.85	\$14.85
5 BOXES	7.90	11.50	11.50	11.50
10 BOXES	6.90	10.50	10.50	10.50

SOLD IN FULL BOXES ONLY

BOXES MAY BE COMBINED FOR PRICE BREAK

CARBONIZED GUMMED LABELS

Cut addressing costs on multiple shipments! Without stencils or carbons you can type 6 labels at one time with time-saving Cromwell Carbonized Gummed Labels. Processed with carbon spots in two areas on gummed side-return address area and addressee area.

The size of the label is 5"x3" (as shown in illustration). The face of the label is printed in Blue Ink. Your imprint appears in Red Ink.

Blank labels are available **WITHOUT ANY IMPRINT**. If you ship in the names of various jobbers or distributors, the special carbonizing permits typists to address fill-in return names and addresses as required – saves time, saves labor costs!

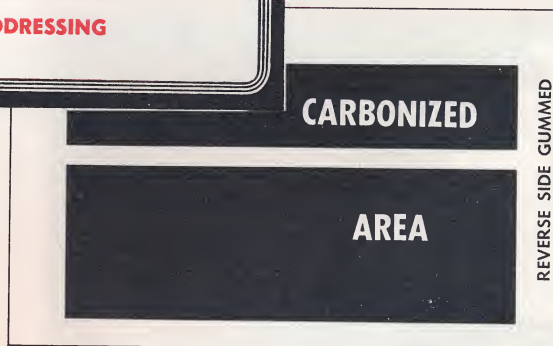


**CUT
ADDRESSING
COSTS . . .**

**SAVE TIME!
SAVE MONEY!
SAVE LABOR!**



**UP TO 6 LABELS
WITH ONE TYPING!**



Actual Size - 5"x3"

FURNISHED IN PADS OF 100 LABELS

IMPRINTED	
QUANTITY	PRICE
6M	\$6.50M
12M	5.75M
24M	5.25M

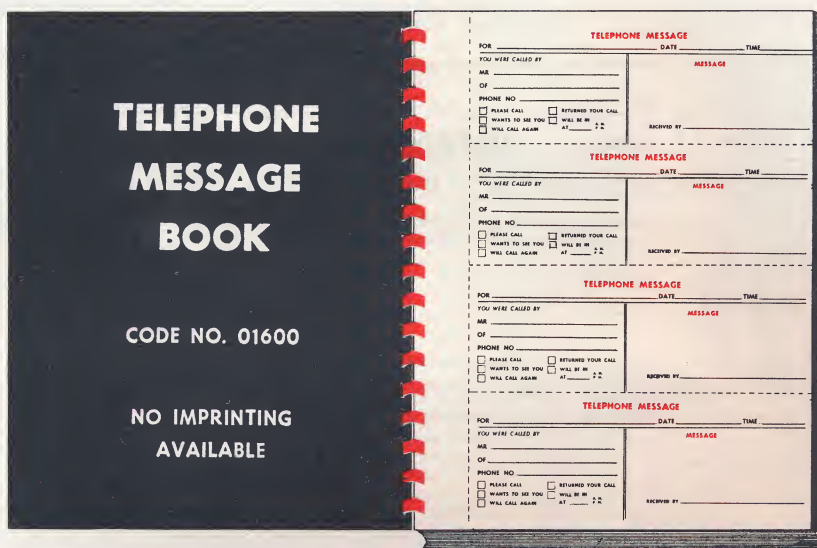
**PRICES
PER THOUSAND**
Code No.
01700

WITHOUT IMPRINT	
QUANTITY	PRICE
6M	\$5.00 M
12M	4.50 M
24M	4.25 M



TELEPHONE MESSAGE

MEMO SLIP

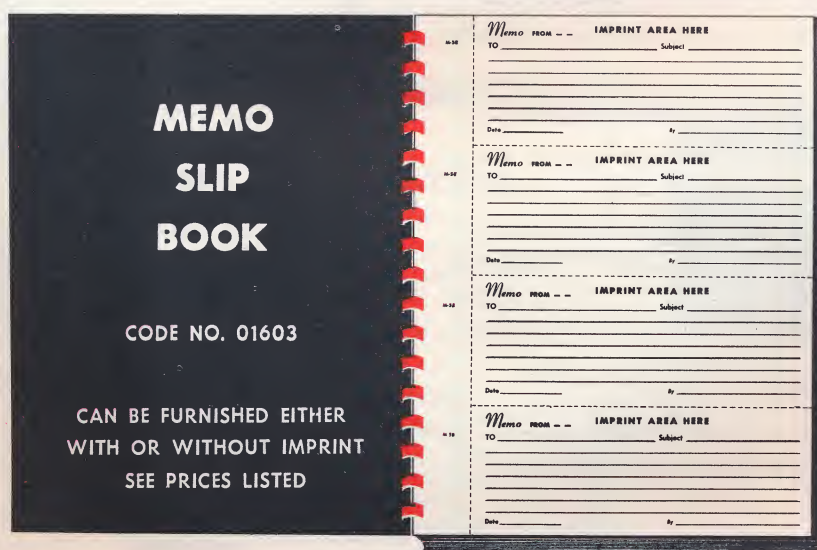


TELEPHONE MESSAGE BOOK

CODE NO. 01600

NO IMPRINTING
AVAILABLE

Issuing and recording of telephone messages, memos, receipts, receiving records, or client charges is made easy and accurate when you use Cromwell's plastic-bound books made with sturdy spiral binding and flexible, durable leatherette front cover and 3-ply white board back cover. Each book contains 400 original forms printed four slips to a sheet on 16 pound blue bond paper perforated for easy tear-out (torn-out size 7-1/4" x 2-3/4"), 400 duplicates on 16 pound perforated white bond paper and an ample supply of carbon paper. Each form is printed in Black Ink with your imprint (where used) in Black Ink. After all the forms in the filler are used the white duplicates can be filed as a permanent record.



MEMO SLIP BOOK

CODE NO. 01603

CAN BE FURNISHED EITHER
WITH OR WITHOUT IMPRINT
SEE PRICES LISTED

PLASTIC

Actual Size
of
Each Book
Overall
8 5/8" x 11"

**SELECT
FROM
ANY ONE
OF FIVE
STANDARD
STOCK
FORMS BOOKS ***

PRICES

QUANTITY	WITHOUT IMPRINT	IMPRINTED
1 BOOK (400 Sets)	\$ 3.65	NOT AVAILABLE
5 BOOKS (2,000 Sets)	12.85	\$17.75
10 BOOKS (4,000 Sets)	24.50	30.75
25 BOOKS (10,000 Sets)	57.50	66.50

MINIMUM IMPRINTING
QUANTITY: 5 BOOKS

PLEASE NOTE:
THE TELEPHONE MESSAGE BOOK AND THE
MEMO RECORD BOOK ONLY ARE SOLD
WITH NO AVAILABLE IMPRINTING.



BOUND FORMS BOOKS

CONVENIENT
ATTRACTIVE
PRACTICAL

EASY
TO
USE



FOR ALLOCATING CHARGES
TO CLIENTS OR PROJECTS

PARTICULARLY USEFUL TO
LAWYERS and ACCOUNTANTS



SPECIAL COPY? —

See Page 24

RECEIPT BOOK

CODE NO. 01602

CAN BE FURNISHED EITHER
WITH OR WITHOUT IMPRINT
SEE PRICES LISTED

IMPRINT AREA HERE

Receipt Received from _____ Date _____ 19__

For _____ Dollars \$ _____

Account Total \$ _____
Account Paid \$ _____
Balance \$ _____

CASH ☐ CHECK ☐ MONEY ORDER ☐ By _____

Thank You

IMPRINT AREA HERE

Receipt Received from _____ Date _____ 19__

For _____ Dollars \$ _____

Account Total \$ _____
Account Paid \$ _____
Balance \$ _____

CASH ☐ CHECK ☐ MONEY ORDER ☐ By _____

Thank You

IMPRINT AREA HERE

Receipt Received from _____ Date _____ 19__

For _____ Dollars \$ _____

Account Total \$ _____
Account Paid \$ _____
Balance \$ _____

CASH ☐ CHECK ☐ MONEY ORDER ☐ By _____

Thank You

IMPRINT AREA HERE

Receipt Received from _____ Date _____ 19__

For _____ Dollars \$ _____

Account Total \$ _____
Account Paid \$ _____
Balance \$ _____

CASH ☐ CHECK ☐ MONEY ORDER ☐ By _____

Thank You

RECEIVING RECORD BOOK

CODE NO. 01604

CAN BE FURNISHED EITHER
WITH OR WITHOUT IMPRINT
SEE PRICES LISTED

RECEIVING RECORD IMPRINT AREA HERE

RECEIVED FROM _____ ADDRESS _____

FOR ORDER NO. _____ VIA _____ CHARGES ☐ Cash ☐ Credit

DELIVERED TO _____ DEPT. _____

DATE _____ DESCRIPTION _____

GOODS REC'D BY _____ CHECKED BY _____

RECEIVING RECORD IMPRINT AREA HERE

RECEIVED FROM _____ ADDRESS _____

FOR ORDER NO. _____ VIA _____ CHARGES ☐ Cash ☐ Credit

DELIVERED TO _____ DEPT. _____

DATE _____ DESCRIPTION _____

GOODS REC'D BY _____ CHECKED BY _____

RECEIVING RECORD IMPRINT AREA HERE

RECEIVED FROM _____ ADDRESS _____

FOR ORDER NO. _____ VIA _____ CHARGES ☐ Cash ☐ Credit

DELIVERED TO _____ DEPT. _____

DATE _____ DESCRIPTION _____

GOODS REC'D BY _____ CHECKED BY _____

RECEIVING RECORD IMPRINT AREA HERE

RECEIVED FROM _____ ADDRESS _____

FOR ORDER NO. _____ VIA _____ CHARGES ☐ Cash ☐ Credit

DELIVERED TO _____ DEPT. _____

DATE _____ DESCRIPTION _____

GOODS REC'D BY _____ CHECKED BY _____

MEMO RECORD BOOK

CODE NO. 01601

NO IMPRINTING
AVAILABLE

CLIENT _____ DATE _____ TIME _____ AMOUNT _____

MATTER _____ CONFERENCE ☐ TELEPHONE ☐
INTERVIEW ☐ OTHER ☐
RESEARCH ☐ CONSULTATION ☐

Additional Comments _____

Follow up Action _____

CLIENT _____ DATE _____ TIME _____ AMOUNT _____

MATTER _____ CONFERENCE ☐ TELEPHONE ☐
INTERVIEW ☐ OTHER ☐
RESEARCH ☐ CONSULTATION ☐

Additional Comments _____

Follow up Action _____

CLIENT _____ DATE _____ TIME _____ AMOUNT _____

MATTER _____ CONFERENCE ☐ TELEPHONE ☐
INTERVIEW ☐ OTHER ☐
RESEARCH ☐ CONSULTATION ☐

Additional Comments _____

Follow up Action _____

CLIENT _____ DATE _____ TIME _____ AMOUNT _____

MATTER _____ CONFERENCE ☐ TELEPHONE ☐
INTERVIEW ☐ OTHER ☐
RESEARCH ☐ CONSULTATION ☐

Additional Comments _____

Follow up Action _____



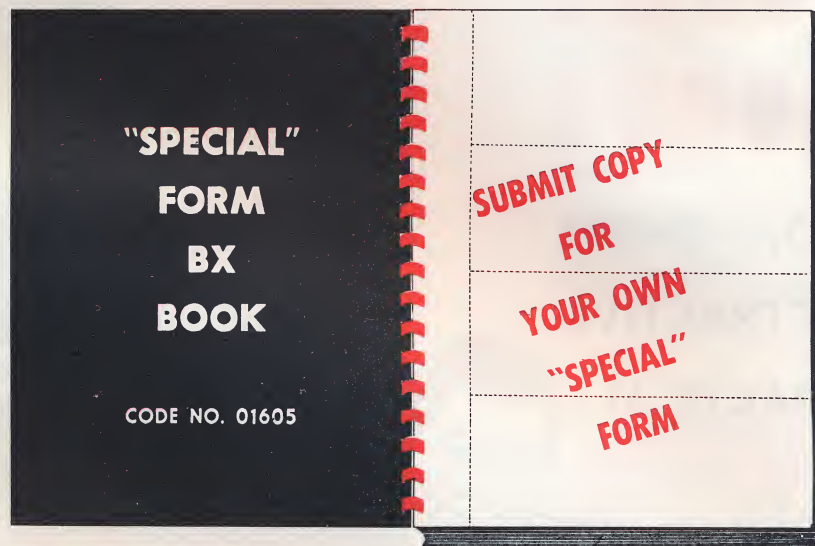
"SPECIAL" FORM BX

PLASTIC BOUND

***YOUR "SPECIAL" FORM CAN BE ADAPTED
INTO THE "SPECIAL" FORM BX BOOK***

**SAVE TIME!
SAVE EFFORT!**

**-- PUT IT IN
BOOK FORM!**



Actual Size Overall - 8 $\frac{5}{8}$ " x 11"

The convenience and advantages of this easy-to-use book form can be yours in any "SPECIAL" form that you require for use in your business operations. Designed to provide efficiency - it's that much easier and accurate when you use Cromwell's plastic-bound books made with sturdy, spiral binding and flexible, durable leath-erette front cover and 3-ply white board back cover.

Any "SPECIAL" form appropriate to your own particular needs may be adapted into this handy book form style.

Simply mail us your copy layout confined to the limitations of one torn-out slip - 7 $\frac{1}{4}$ " x 2 $\frac{3}{4}$ ".

(NOTE: Confine type limits within 6 $\frac{3}{4}$ " x 2 $\frac{1}{4}$ ".)

We will be most pleased to send you a quote by return mail.

Each book contains 400 original forms printed four slips to a sheet on 16 pound blue bond paper perforated for easy tear-out (torn-out size 7 $\frac{1}{4}$ " x 2 $\frac{3}{4}$ "), 400 duplicates on 16 pound perforated white bond paper and an ample supply of carbon paper. Each form is printed in Black Ink. After all the forms in the filler are used the white duplicates can be filed for a permanent record.

MINIMUM QUANTITY: 5 BOOKS

BLANK BOOKS AVAILABLE

(with NO PRINTING whatsoever)

REFER TO PRICES LISTED UNDER
"WITHOUT IMPRINT"

PLASTIC BOUND FORMS BOOKS



*These illustrations
are one-half of
actual size . . .*

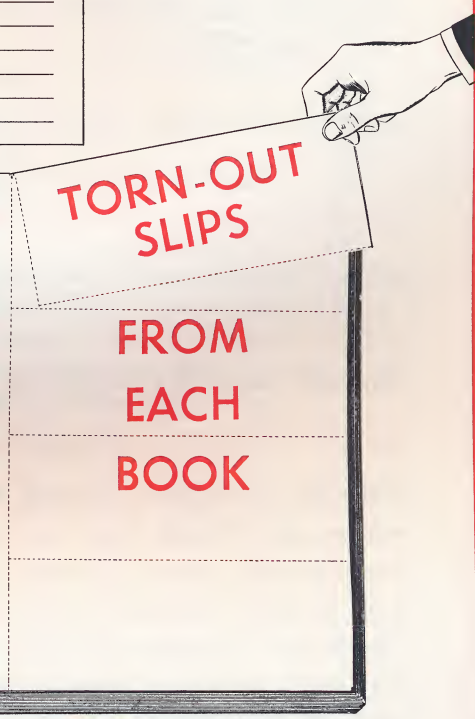
TELEPHONE MESSAGE	
FOR _____	DATE _____ TIME _____
YOU WERE CALLED BY:	
MR. _____	MESSAGE
OF _____	
PHONE NO. _____	
☐ PLEASE CALL ☐ WANTS TO SEE YOU ☐ WILL CALL AGAIN	☐ RETURNED YOUR CALL ☐ WILL BE IN AT _____ A.M. / P.M. RECEIVED BY _____

Memo FROM --		IMPRINT AREA HERE
TO _____	Subject _____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	
Date _____	By _____	

IMPRINT AREA HERE	
Receipt	Date _____ 19__
Received from _____	Dollars \$ _____
For _____	
Account Total \$ _____	<i>Thank You</i>
Account Paid \$ _____	
Balance \$ _____	
CASH ☐ CHECK ☐ MONEY ORDER ☐	By _____

RECEIVING RECORD		IMPRINT AREA HERE
RECEIVED FROM _____	ADDRESS _____	Date _____ 19__
FOR ORDER NO. _____	VIA _____	CHARGES ☐ Collect ☐ Prepaid
DELIVERED TO _____	DEPT. _____	
QUAN. _____	DESCRIPTION _____	
_____	_____	
_____	_____	
GOODS REC'D BY _____	CHECKED BY _____	

CLIENT:	DATE _____	AMOUNT _____
MATTER: _____	TIME FROM _____ TO _____	☐ CONFERENCE ☐ INTERVIEW ☐ RESEARCH ☐ CONSULTATION
Additional Comments: _____	DISBURSEMENTS	
Follow up Action _____		



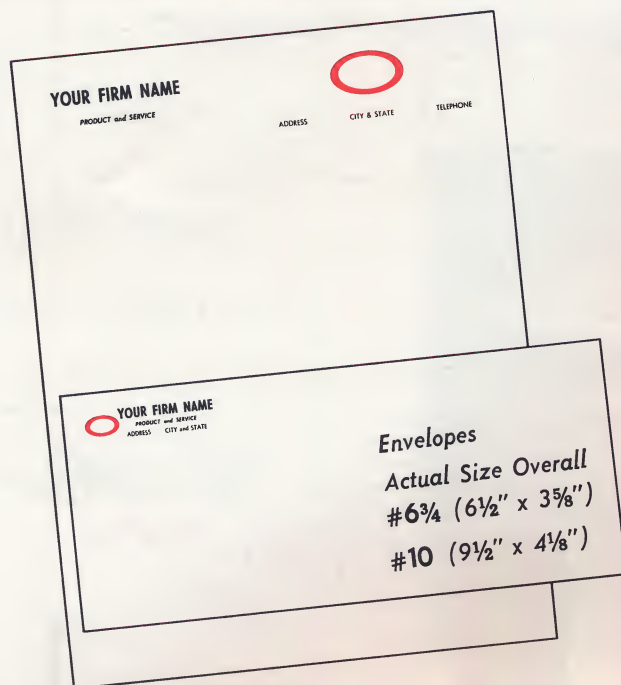
YOUR OWN SPECIFIC COPY
CAN BE ADAPTED
INTO THIS HANDY
BOOK FORM STYLE . . .

**"SPECIAL"
FORM
BX**



LETTERHEADS and ENVELOPES "THANK YOU" WINDOW ENVELOPES

LETTERHEADS and ENVELOPES



Letterhead — Actual Size Overall — 8 1/2" x 11"

Cromwell's copyrighted window envelopes say "Thank You" to your customer as he pulls out contents . . . help to build customer good will. "Thank You" message on inside of envelope is printed in attention-getting bold white letters on bright red background. Available in three sizes for all your billing and inquiry reply needs.

Your Name and Address are printed in Black Ink. Any cut (emblem) that you desire to be included with type must be furnished with your order. Otherwise additional charges will be required for making same upon your request. The cut will also appear in Black Ink.

**Request Special Prices
for Two Color Printing or
on Larger Quantities**

ATTRACTIVE, NEAT, MODERN DESIGNS IN TWO COLORS . . .

Rich, white Hammermill Rippletone letterheads and envelopes printed in attractive two-color design by Cromwell give you added prestige in your customer's eyes . . . enhance your "corporate image".

Your Name, Address and Telephone Number are printed in Black Ink. Any cut (emblem) that you desire to be included with type must be furnished with your order. Otherwise additional charges will be required for making same upon your request. The cut will print in Red Ink. If you desire you may specify your preference as to color breakup.

PRICES

CODE NO.	03600	03703	03705
QUANTITY	LETTERHEADS (8 1/2" x 11")	#6 3/4 ENVELOPE (6 1/2" x 3 5/8")	#10 ENVELOPE (9 1/2" x 4 1/8")
1000	\$18.50	\$16.25	\$18.75
2000	24.50	21.50	26.75
5000	48.00	46.00	54.50

PRICES INCLUDE IMPRINTING

"THANK YOU" WINDOW ENVELOPES



Actual Size Overall

#6 3/4 (6 1/2" x 3 5/8") #7 (6 3/4" x 3 3/4") #10 (9 1/2" x 4 1/8")

PRICES

CODE NO.	03700	03701	03702
QUANTITY	#6 3/4 (6 1/2" x 3 5/8")	#7 (6 3/4" x 3 3/4")	#10 (9 1/2" x 4 1/8")
1000 (min)	\$10.75	\$11.75	\$14.50
2000	18.75	20.75	24.75
5000	39.50	44.50	56.25
10000	73.00	83.00	96.50

PRICES INCLUDE IMPRINTING

DOOR KNOB BILL-PAYMENT RETURN ENVELOPE



**YOUR
SHORT-CUT
TO *FASTER*
*CASH RETURNS***

**YOU CAN CONSIDER YOUR PRESENT METHOD OF
COLLECTING BILLS ON YOUR DELIVERIES OBSOLETE . .**

when you take note of the advantages gained with this approach —

- NO LOST TIME IN OFFICE HANDLING OR DELIVERY THROUGH MAIL BEFORE CUSTOMER RECEIVES BILL, DELAYING PAYMENT.
- CUTS EXPENSE IN COMPUTING, HANDLING, AND MAILING OF BILLS AND STATEMENTS.
- SINCE CUSTOMER RECEIVES CHARGES WITH THE DELIVERY, THERE IS AN INDUCEMENT FOR PROMPT PAYMENT.

After delivery has been completed, your driver computes the total price. The total is entered on the invoice. The customer's copy is placed inside the pocket envelope of the Bill Payment Return Envelope. The slotted cut-out enables the driver to place the envelope over the door knob for customer's attention.

The customer detaches the door hanger portion along the convenient perforation. Remittance is placed inside the pocket, gum edge sealed and envelope placed in the mail for speedy return to you.

ON YOUR BILL COLLECTIONS . . .

YOUR BILL IS ENCLOSED ATTACHED PAYMENT ENVELOPE FOR YOUR CONVENIENCE EMBLEM TEAR OFF HERE YOUR FIRM NAME ADDRESS CITY and STATE Telephone	FROM _____ _____ _____ PLACE STAMP HERE YOUR FIRM NAME ADDRESS CITY and STATE <i>Detached size of Mailing Envelope 6¼"x3⅝"</i>
---	--

Printed entirely in Black ink with available space for imprinting Your Firm Name, Address, City and State in two places.

*Actual Size
Overall
12" x 3⅝"*

The face of the return envelope is printed as per illustration. Standard postage-free reply printing may be substituted if desired. Postal permit Number must be furnished.

PRICES
CODE NO. 12405

QUANTITY	500	1000	Additional 1000's
PRICE	\$19.75	\$27.50	\$19.50

PRICES INCLUDE IMPRINTING



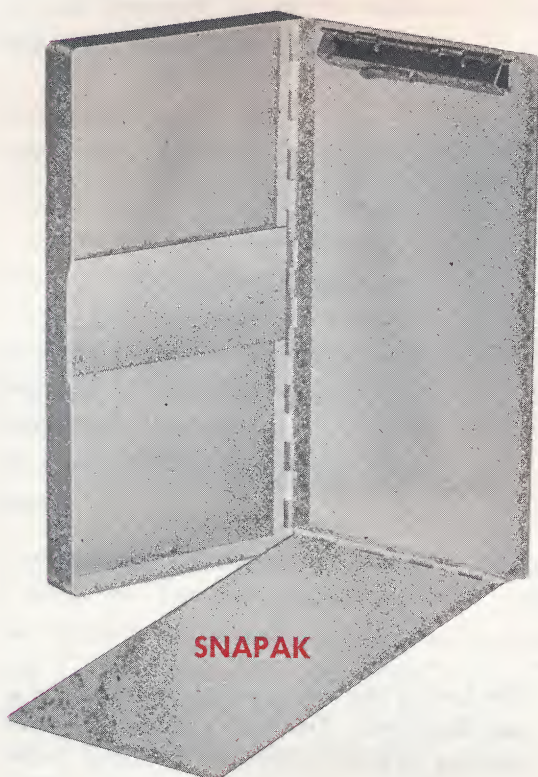
ALUMINUM HOLDERS

WEATHER PROOF . . . CONVENIENT . . . ORDERLY

Cromwell supplies two ALUMINUM Holders designed for Meter Tickets and other standard forms.

STYLE "A" HOLDER

is a top-opening style and provides a secure storage compartment for copies of forms which must be retained — features which are appreciated when the holder is used in crowded places or by someone who must move about when using the holder. Stocked in standard sizes. It has a capacity of a form pack $7/16$ " thick.



SNAPAK HOLDER

is a book opening style and gives maximum protection from weather or rough handling and finds wide application as a carrier for fuel oil meter tickets, milk delivery tickets and in similar situations where business records are exposed to rugged conditions. The standard models hold a $7/16$ " pack of forms on the right and $3/8$ " pack of written forms on the left behind a protective metal strap.

A "deep model" to hold 40 sets, in place of the standard 20 sets, is also available — in the $4\frac{1}{4}$ " x 7" size only.

PRICES

CODE NO. 45431

Overall Size of Form	Price Each STYLE "A"	Price Each SNAPAK
Meter Ticket Size $4\frac{1}{4}$ x $7\frac{3}{4}$ (7" Detached)	\$3.00	\$3.00 (20 Set) 3.50 (40 Set)
5" x 8" ($7\frac{1}{4}$ " Detached)	\$3.50	\$3.50
$5\frac{1}{2}$ " x $9\frac{1}{4}$ " ($8\frac{1}{2}$ " Detached)	3.80	3.80
$8\frac{1}{2}$ " x $7\frac{3}{4}$ " (7" Detached)	4.50	4.50
$8\frac{1}{2}$ " x $9\frac{1}{4}$ " ($8\frac{1}{2}$ " Detached)	4.90	4.90
$8\frac{1}{2}$ " x $11\frac{1}{4}$ " (11" Detached)	6.00	6.00

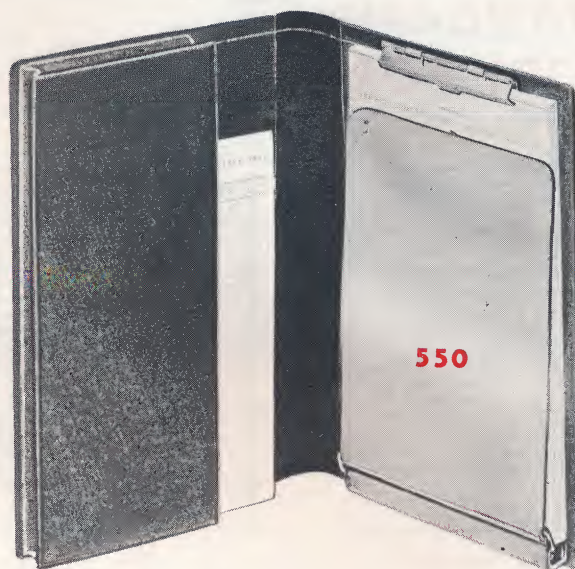
2 to 5 Holders less 10%
Over 5 Holders less 15%

LEATHER BOARD BINDERS



**HANDSOME . . . TOUGH . . .
WEAR-RESISTANT**

For users who prefer Leather Board Binders, Cromwell offers three designed for meter tickets and other standard forms. Made of heavy binder's board covered with black heavy-weight imitation leather, these weather-proof binders prevent your hands from sticking to the binder in freezing weather.



No. 550 CLAMP STYLE BINDER

is a book-opening style binder with gusset and imitation leather as in models No. 500 and No. 540.



No. 540 CLAMP STYLE BINDER

is a top-opening style binder similar to the No. 500 in materials and method of operation.

No. 500 RING STYLE BINDER

This binder opens at the top. It has a patented ring construction which allows forms to be stored, used, and the used forms stored, without removing the rings.

PRICES CODE NO. 45051

	Overall	Price Each #500	Price Each #540	Price Each #550
Meter Ticket Size				
	4 1/4 x 7 3/4 (7" Detached)	\$8.00	\$5.75	\$5.90
	5 1/2 x 9 1/4 (8 1/2" Detached)	8.50	7.15	6.20
	8 1/2 x 7 3/4 (7" Detached)	9.40	7.70	6.70
	8 1/2 x 9 1/4 (8 1/2" Detached)	9.70	7.90	7.00
	8 1/2 x 11 3/4 (11" Detached)	10.20	8.40	7.40

2 To 5 Binders, Less 10%

Over 5 Binders, Less 15%



CONTINUOUS REGISTER FORMS

STANDARD BODY FORMS

No. GS-465
Width-4" to 4 5/16"
Length-6 1/2"

No. GS-58
Width-5 7/16", 5 1/2" or 5 3/4"
Length-8 1/2"

No. GS-88
Width-8 7/16" or 8 1/2"
Length-8 1/2"

INVOICE FORMS – For All Purpose Sales Transactions

SPECIFICATIONS

PAPER: 15 lb. Bond paper. Duplicate Sets-White and Canary. Triplicate Sets-White, Canary and Pink. Quadruplicate Sets-White, Canary, Pink and Goldenrod. Forms can be collated in any sequence but there can be no change in colors of paper.

INK: All parts printed Blue Ink on face only.

COMPOSITION: Body form on all parts must be as illustrated. No change permitted in body of form. Any heading copy may be printed at top. Back printing not allowed. The words "Tax", "Sales Tax", etc., may be inserted in body of form in Red or Blue Ink at factory option.

MARGINAL WORDS and DESIGNATING FIGURES: Original, Office Copy, Customer's Copy or similar designations may be supplied without extra charge. 1, 2, 3, etc. to designate Original,

Duplicate and Triplicate sheets are also allowed at no extra charge. Color at factory option.

PERFORATING: Perforations between sets only.

PUNCHING: Two round or oblong holes 2 3/4" center to center at top of forms. One or two additional holes may be furnished on one or more sheets if required by the register. Marginal line-hole punches 1/2" apart can be provided.

NUMBERING: One consecutive number in Red Ink on each sheet at lower left as illustrated.

LIMITED OVERPRINTING IN RED INK: Marginal words or short clause such as "Thank You" "Credit Memo" "Invoice" "Tax & Total" can be overprinted in Red Ink at NO CHARGE.

PRICES - Register Forms

CODE NO. 45232

Specify Make and Model of Register

STANDARD BODY FORM NO. GS-465				STANDARD BODY FORM NO. GS-58			STANDARD BODY FORM NO. GS-88		
QUANTITY	DUPLICATE	TRIPPLICATE	QUADRUPPLICATE	DUPLICATE	TRIPPLICATE	QUADRUPPLICATE	DUPLICATE	TRIPPLICATE	QUADRUPPLICATE
2500	\$ 26.15	\$ 32.30	\$ 39.25	\$ 29.15	\$ 38.00	\$ 54.40	\$ 53.90	\$ 67.05	\$ 80.20
5000	37.50	46.90	56.50	42.55	54.70	77.80	76.90	95.20	114.15
10000	55.95	74.50	92.90	70.70	96.25	130.05	113.40	151.70	189.50
15000	74.35	101.90	129.40	98.70	135.90	182.35	151.95	207.90	264.60
20000	92.65	129.65	165.85	129.65	180.80	234.55	189.00	264.60	340.20
25000	111.05	154.10	202.35	155.20	215.75	286.85	227.05	321.55	414.75

EXTRA
CHARGES
FOR
SPECIAL
FEATURES

PROOFS:

Charge \$3.25 per order for each proof.

HEADING CHANGES:

\$9.45 each in multiples of 5M sets.

SERIAL NUMBERING:

A. Forms may be numbered consecutively in series of 5M at a charge of \$1.15 per part for each change of series.

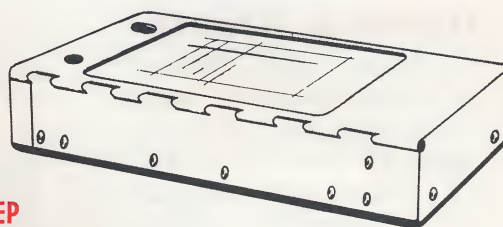
B. For each serial letter preceding consecutive numbers, charge \$1.15 per part for each change.

and REGISTERS for Continuous Packs



Model EP

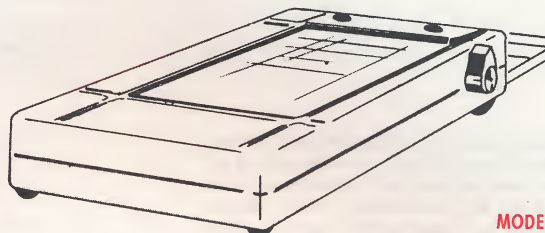
All aluminum with hinged file compartment. A practical low cost register. Holds 75 duplicate or 50 triplicate forms. Uses sheet carbons.



MODEL EP

Model PT

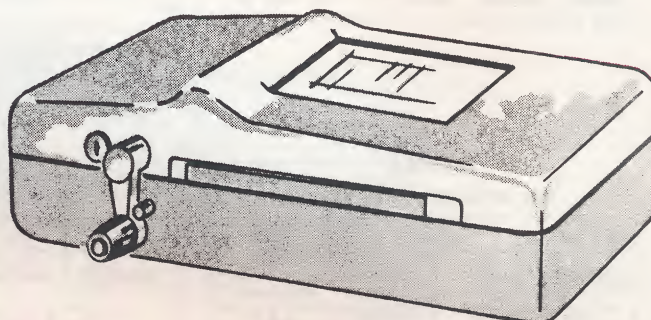
An all steel register with auto-eject file drawer and knob-extraction mechanism. Holds 125 duplicate or 75 triplicate forms. Uses either sheet or roll carbons.



MODEL PT

Model EL

An all steel with re-fold and lock-up compartment, accommodates any length ticket, two to five parts. No adjustments necessary. Easy to load. Carbon advances without opening case. Lifetime nylon gears and bearings. Requires no lubrication. Holds 250 duplicate or triplicate, or 200 quadruplicate forms. Cash drawer available for \$60.00 additional, factory mounted.



MODEL EL
WITH CASH DRAWER (Optional)

PRICES - Registers

CODE NO. 45231

MODEL	Form Width	Form Length	PRICE
EP-1	4 5/16"	6" to 6 1/2"	\$ 9.75
EP-2	5 1/2"	6" to 8 1/2"	11.00
PT-465	4 5/16"	6" to 6 1/2"	19.75
PT-58	5 1/2"	6" to 8 1/2"	21.00
PT-88	8 1/2"	6" to 8 1/2"	23.25
EL-1	4 5/16"	6" to 6 1/2"	53.00
EL-2	5 1/2"	6" to 8 1/2"	55.50
EL-3	6 1/2"	6" to 8 1/2"	59.00
EL-4	8 1/2"	6" to 8 1/2"	59.00

EP-1 - SMALL SHEETS
EP-2 - LARGE SHEETS

PT-465 - Sml. Shts. or 5 1/2" Rolls
PT-58 - Lrg. Shts. or 7 1/2" Rolls
PT-88 - 7 1/2" Rolls

EL-1 - 5 1/2" Rolls
EL-2, 3, 4, 7 1/2" Rolls

CODE NO. 45233

TOP GRADE CARBON ROLLS

OFFICIAL-BRAND CARBON ROLLS

SINGLE, DOUBLE or TRIPLE PLY - 20' LENGTH

PRICES ARE PER ROLL

MINIMUM QUANTITY - 3 ROLLS

WIDTH	3 ROLLS	6 ROLLS	12 ROLLS	24 ROLLS
5" - 6 1/4"	.95	.76	.63	.60
7" - 7 3/4"	\$1.23	\$1.03	.86	.82

CARBON SHEETS
FOR
EP REGISTER

100 Sheets for EP-1

\$1.50 Per Box

100 Sheets for EP-2

\$2.50 Per Box

**SEND SAMPLE or SPECIFICATIONS
FOR PRICES.**

CUT COSTS AND BOOST EFFICIENCY THE CROMWELL WAY



W-2 WITHHOLDING STATEMENTS & WINDOW ENVELOPES

TYPEWRITER STYLE W-2

CHOWELL PRINTING, INC. - ALBANY, N. Y. 12204

WITHHOLDING TAX STATEMENT 1964
Federal Taxes Withheld From Wages
Copy A—For District Director

Type or print EMPLOYEE'S identification number, name and address above.

SOCIAL SECURITY INFORMATION		INCOME TAX INFORMATION		STATE TAX WITHHELD
F. I. C. A. Employee Tax withheld, if any	Total F. I. C. A. Wages Paid in 1964	Federal Income Tax withheld, if any	Total Wages * Paid in 1964	

FOR USE OF INTERNAL REVENUE SERVICE

EMPLOYEE'S Copy and Employer's Copy compared

EMPLOYER: See instructions on other side.

Type or print EMPLOYEE'S social security account no., name and address above.

FORM W-2—U. S. Treasury Department, Internal Revenue Service APP. 105 12/31/63

* Before payroll deductions or "sick pay" exclusion.

TO EMPLOYEE: Detach Copies Before Filing

Addressograph positioning marks on back. Parts "B" and "C" have separate right hand stub for easy distribution. On straight Federal sets, blockouts and marital status are deleted. Available in 4-Part regular, 5 and 6-Part State Return; singles and sheets of four Perforated between sets. Also fits many accounting machines.

Approved by
INTERNAL REVENUE SERVICE

Marginally punched for tabulating machines. 4, 5 and 6-part all-purpose sets only. 8-1/2" x 3-3/8" size includes 3/4" strip-off margin on right side. All continuous W-2's feature "Tab-Flex" construction with narrow carbons for free-flow through tabulating equipment. Machine spacing: 1/6" vertical; 1/10" horizontal. Sets can be conveniently decollated by hand or machine. "Employee Copies" snapout separately with pasted stub at left. Forms are folded every 11".

CONTINUOUS STYLE W-2

WITHHOLDING TAX STATEMENT 1964
Federal Taxes Withheld From Wages
Copy A—For District Director
EMPLOYER: See instructions on other side.

Type or print EMPLOYEE'S identification number, name and address above.

Type or print EMPLOYEE'S name and address above, social security account no. below.

EMPLOYEE NO.	SOCIAL SECURITY NO.	F. I. C. A. Employee Tax withheld, if any	Total F. I. C. A. Wages Paid in 1964	Federal Income Tax Withheld, if any	Total Wages * Paid in 1964
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SOCIAL SECURITY INFORMATION

INCOME TAX INFORMATION

FOR USE OF INTERNAL REVENUE SERVICE
Employee's Copy and Employer's Copy compared

* Before payroll deductions or "sick pay" exclusion.

FORM W-2—U. S. Treasury Department, Internal Revenue Service APP. 105 12/31/63

PRICES

TYPEWRITER STYLE W-2

CODE NO.	45532	45531
QUANTITY	4-PART	5-PART
100	3.30	4.30
200	5.35	6.55
300	7.40	8.70
400	9.20	10.70
500	10.85	12.40
600	12.10	14.50
700	13.15	16.10
800	14.25	17.55
900	15.35	18.70
1000	15.95	18.95
1500	15.90M	18.90M
2000	15.35M	18.45M
3000	14.90M	18.30M
4000	14.45M	18.15M
5000	14.30M	16.90M
10000	12.75M	15.95M

PRICES DO NOT INCLUDE IMPRINTING

PRICES FOR IMPRINTING:

\$3.00 — Regardless of Quantity

ADDITIONAL IMPRINTS: \$3.00 for each change

PRICES

CONTINUOUS STYLE W-2

CODE NO.	45532	45531
QUANTITY	4-PART	5-PART
100	\$ 9.30	\$ 11.45
200	12.25	15.05
300	14.25	17.45
400	16.25	19.85
500	18.10	22.10
600	19.90	24.30
700	21.50	26.30
800	23.10	28.50
900	24.50	30.05
1000	25.60	31.25
1500	23.80M	29.00M
2000	22.35M	27.30M
3000	20.90M	25.55M
4000	19.85M	24.20M
5000	19.00M	23.25M
10000	17.20M	21.10M

PRICES

W-2 ENVELOPES

CODE NO.	45533
QUANTITY	WITH ONE IMPRINT
100	\$ 6.00
200	7.00
300	7.90
400	8.70
500	9.40
600	10.00
700	10.55
800	11.10
900	11.55
1000	12.00
1500	11.50M
2000	11.00M
3000	10.60M
4000	10.20M
5000	9.85M
10000	8.80M

FOR ADDITIONAL IMPRINTS
ADD \$1.50 PER ITEM

The Text EXCLUDABLE SICK PAY will not be printed on W-2's because of I. R. S. Ruling. If so printed, block must be filled out on all Forms. If text is requested, we imprint: Excludable Sick Pay—If None, enter "O" or "None".

FORM 1099



TYPEWRITER STYLE and CONTINUOUS STYLE

Form 1099 in 3 and 4-part Snapwell and Continuous styles. Snapwell styles in singles or four on a sheet. Continuous style features "Tab-Flex" construction.

The image displays two versions of Form 1099, U.S. Information Return for Calendar Year 1963. The top version is the 'Typewriter Style' and the bottom is the 'Continuous Style'. Both forms are divided into two main sections: SCHEDULE A (see instructions) and SCHEDULE B (see instructions). SCHEDULE A includes fields for 1. Dividends (\$10 or more), 2. Interest (\$10 or more), 3. Foreign dividends and certain other distributions by corporations (Do not include amount reported on Form W-2), 4. Salaries, fees, commissions, prizes, awards, or other compensation (Do not include amount reported on Form W-2), 5. Rents and royalties (\$400 or more aggregate amount of above items), 6. Annuities, pensions, and other fixed or determinable income, and 7. Foreign items (\$400 or more). SCHEDULE B includes fields for 1. Dividends (\$10 or more), 2. Interest (\$10 or more), 3. Foreign dividends and certain other distributions by corporations (Do not include amount reported on Form W-2), 4. Salaries, fees, commissions, prizes, awards, or other compensation (Do not include amount reported on Form W-2), 5. Rents and royalties (\$400 or more aggregate amount of above items), 6. Annuities, pensions, and other fixed or determinable income, and 7. Foreign items (\$400 or more). Both forms also include fields for 'TO WHOM PAID' and 'BY WHOM PAID'.

Approved by
INTERNAL REVENUE SERVICE

PRICES CODE NO. 45534

QUANTITY	FORM 1099-TYPEWRITER STYLE		FORM 1099-CONTINUOUS STYLE	
	3-PART	4-PART	3-PART	4-PART
100	\$ 5.50	\$ 7.40	\$ 6.25	\$ 8.35
200	7.40	9.85	8.35	11.05
300	8.90	11.55	10.00	12.90
400	10.20	13.20	11.45	14.75
500	11.50	14.75	12.85	16.45
600	12.70	16.25	14.15	18.05
700	13.80	17.60	15.40	19.60
800	14.90	18.90	16.60	21.00
900	15.90	20.10	17.70	22.30
1000	16.85	21.00	18.75	23.30
1500	16.00M	19.50M	17.80M	21.65M
2000	15.25M	18.30M	17.00M	20.35M
3000	14.60M	17.10M	16.25M	19.00M
4000	14.00M	16.20M	15.60M	18.00M
5000	13.50M	15.50M	15.05M	17.25M
6000	13.10M	15.00M	14.60M	16.70M
7000	12.80M	14.60M	14.30M	16.25M
8000	12.55M	14.35M	14.00M	16.00M
9000	12.40M	14.15M	13.85M	15.80M
10000	12.30M	14.00M	13.75M	15.60M
20000	11.80M	13.75M	13.20M	15.35M
30000	11.50M	13.60M	12.85M	15.10M
50000	11.00M	13.50M	12.30M	15.00M

PRICES DO NOT INCLUDE IMPRINTING

PRICES FOR IMPRINTING:

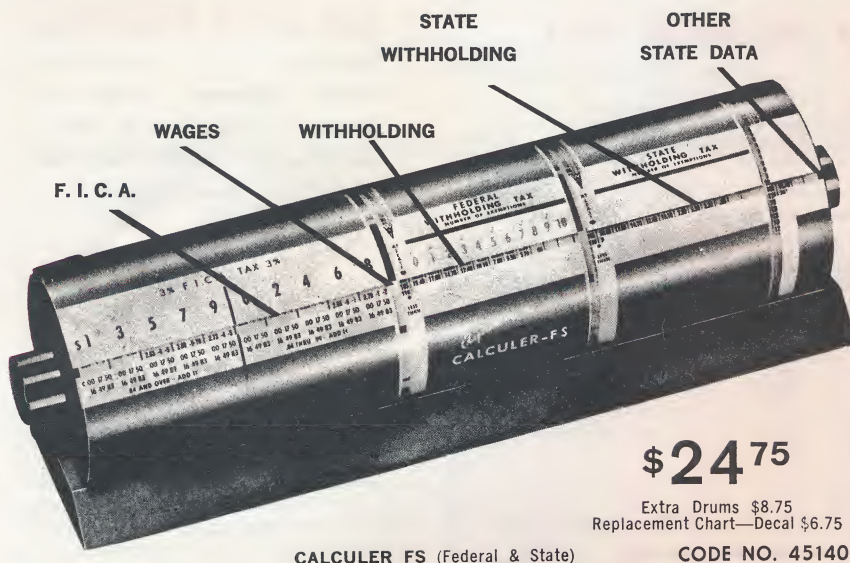
\$3.00 — Regardless of Quantity

ADDITIONAL IMPRINTS:

\$3.00 for each change



AYRES PAYROLL/TAX COMPUTERS and STATUTORY PAYROLL DEDUCTIONS CHART



\$24⁷⁵

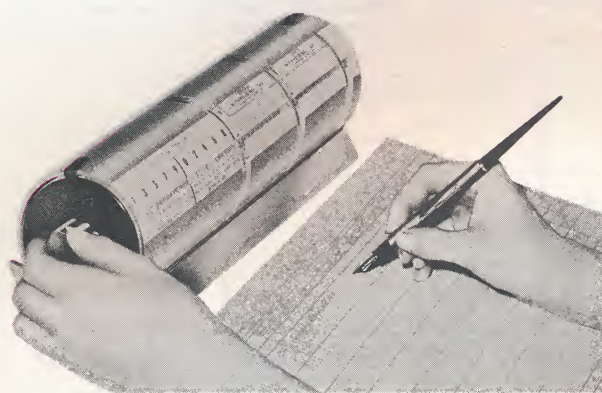
Extra Drums \$8.75
Replacement Chart—Decal \$6.75

CODE NO. 45140

CALCULER FS (Federal & State)

AYRES CALCULER "FS" FEDERAL-STATE AMOUNTS

F.I.C.A. and Tax Withholding deductions are shown on one line for any wage payment whatever the number of dependents and length of pay period. Used and recommended by CPA's. Uses government approved calculations: Weekly, \$0-\$200; Bi-weekly \$0-\$400; Monthly, \$0-\$1000; Semi-monthly, \$0-\$500; Weekly combined, \$0-\$200. A separate drum is required for each pay period.



\$16⁷⁰

CALCULER "D"

Extra Drums, \$5.20
Replacement Chart—Decal \$4.85

CODE NO. 45141

AYRES CALCULER "D" FEDERAL AMOUNTS ONLY

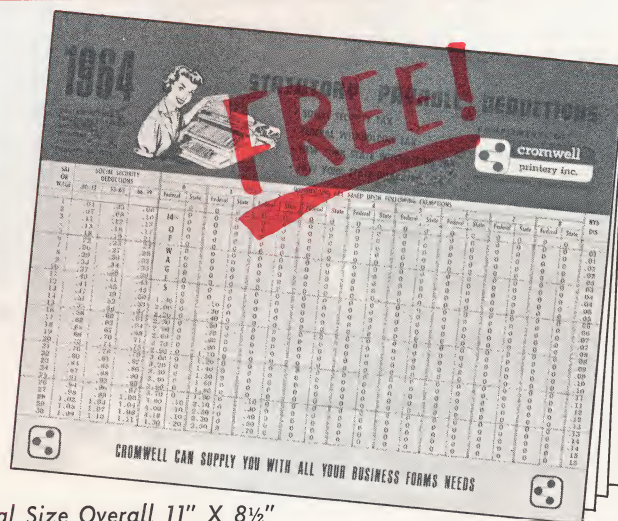
Calculus D is easy to use, easy to read, eliminates cumbersome charts and rules. Simple instruction with each computer. Also available in the combined one-deduction model, in weekly pay periods only.

MADE FOR THE FOLLOWING STATES ONLY:

GEORGIA	Except Monthly & Weekly-Combined
INDIANA	Except Monthly & Weekly-Combined
LOUISIANA	Weekly, Bi-Weekly & Semi-Monthly ONLY
MARYLAND	Except Monthly & Weekly-Combined
MASSACHUSETTS	Except Monthly
MINNESOTA	Weekly, Bi-Weekly & Semi-Monthly ONLY
MISSOURI	Except Monthly
NEW JERSEY	Weekly, Bi-Weekly & Semi-Monthly ONLY
NEW YORK	All Models
NORTH CAROLINA	Except Monthly
SOUTH CAROLINA	Weekly & Bi-Weekly ONLY
VIRGINIA	Weekly, Bi-Weekly & Semi-Monthly ONLY

STATUTORY PAYROLL DEDUCTIONS CHART

Cromwell makes available to you — free of charge — this 8 page, 2 color, Payroll Deductions Chart. It is yours for the asking. Color-separated charts list Social Security taxes, Federal withholding taxes, New York State withholding taxes and New York State disability deductions. A useful aid in providing the required amounts of necessary deductions in figures predetermined for you. Standard 3 hole punched for added convenience. Write on your letterhead today for this handy item — absolutely free.



Actual Size Overall 11" X 8½"

SNAPWELL



FORMS

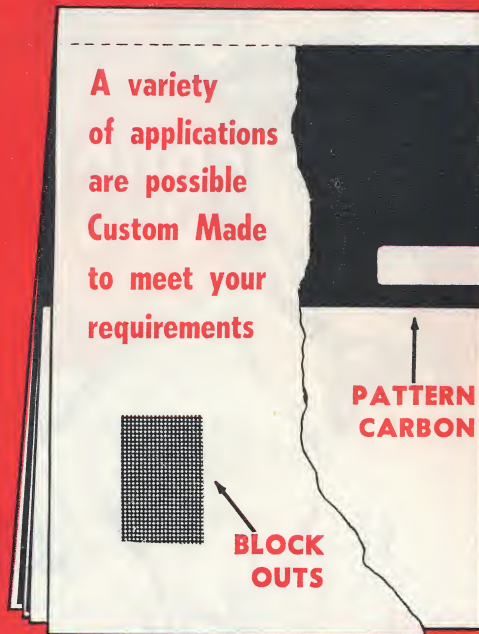
CARBON-INTERLEAVED and

NCR (No Carbon Required)

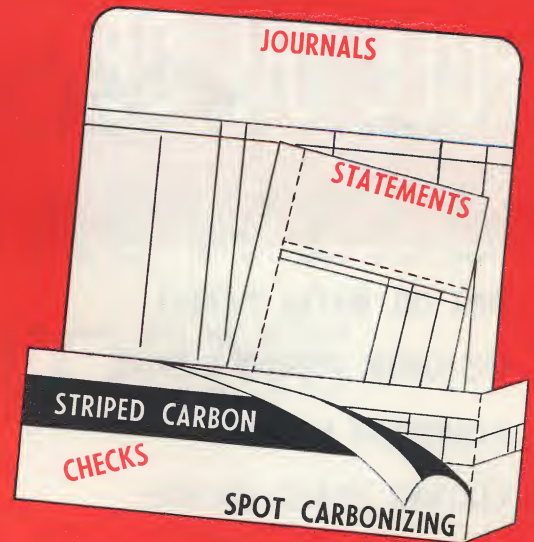
CONTINUOUS FORMS



A variety
of applications
are possible
Custom Made
to meet your
requirements



BOOKKEEPING and MICR FORMS



PRODUCED TO YOUR EXACT SPECIFICATIONS

CUSTOM



PRINTING

FLYERS CIRCULARS

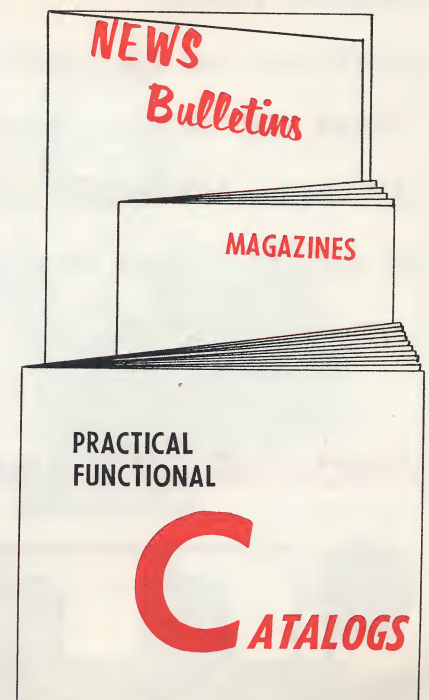


SPECIAL PURPOSE FORMS



PRESSURE SENSITIVE GUMMING

PUBLICATIONS CATALOGS



SPECIALIZED

FUEL OIL DEALER BUSINESS FORMS



*available
from*

CROMWELL PRINTER INCORPORATED

Cromwell furnishes top quality forms and stationery to fuel oil dealers all over the United States. Various items, produced by Cromwell to especially fit the needs of the fuel oil dealer, provide savings in both time and money. Everything you could possibly need in fuel oil business forms, from Meter Tickets to Budget Purchase Plan Packages, is yours for the ordering . . .

FUEL OIL METER TICKETS
CUSTOMER SERVICE ORDERS
ALUMINUM HOLDERS
LEATHER BOARD BINDERS
NCR SALES BOOKS
5-IN-1 COMBINATION
STATEMENT-LEDGER FORMS
V-MATIC POSTING TRAY
NCR STATEMENTS,
LEDGER CARDS
STATEMENT FORMS
PURCHASE ORDERS
LETTERHEADS and ENVELOPES
"THANK YOU" WINDOW ENVELOPES
CAUTION and EMERGENCY SIGNS
OIL and GAS CALCULATORS
OFFICE PADS

TANK CHARTS
OIL BURNER REPLY CARDS
DOOR HANGER REMINDER CARDS
DOOR HANGER ENVELOPES
PACKAGED FUEL OIL
BUDGET PLAN
(Sample Letters)
BUDGET PAYMENT
ENVELOPE PADS
COMPUTATION SHEETS
BUDGET COUPON BOOKS
BUDGET PAYMENT PLAN
CONTRACTS
DEGREE DAY SYSTEM
PLASTIC BOUND RECEIPT BOOKS
DRIVER'S DAILY REPORT
DOOR KNOB
BILL-PAYMENT
RETURN ENVELOPES

SEND FOR CROMWELL'S COMPLETE FUEL OIL DEALER CATALOG



THE FUEL OIL DEALER FORM SPECIALISTS

The Proper Way

to use

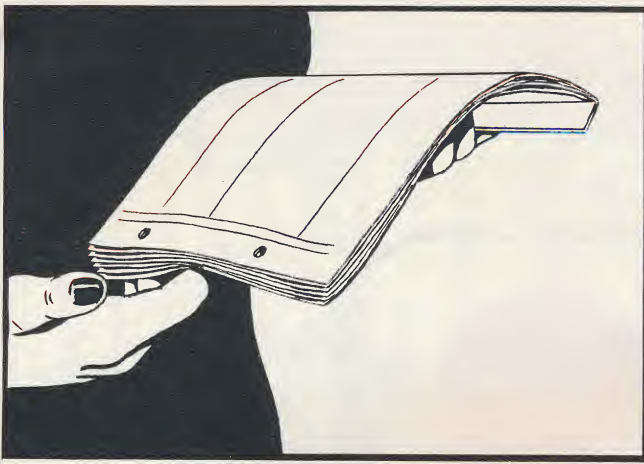
CROMWELL SNAPWELL FORMS

QUALITY DESIGNED and PRODUCED by

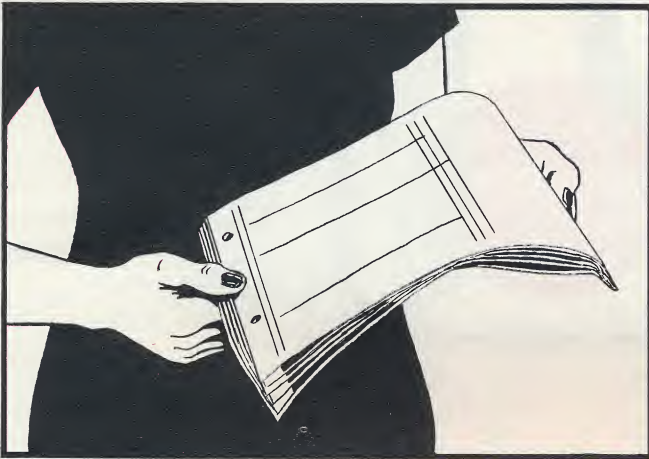


CHURCH AT BLEECKER

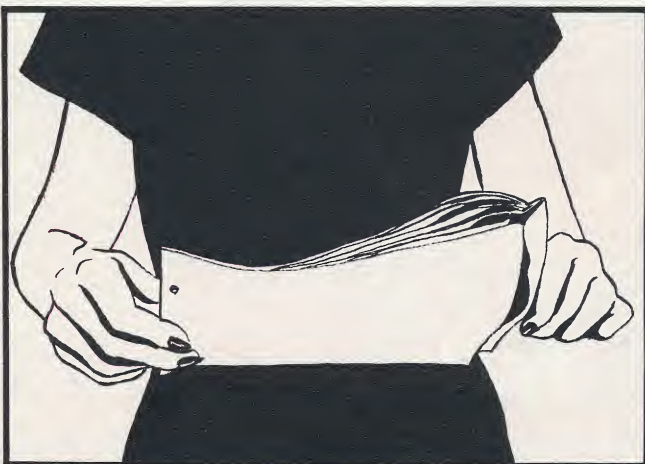
ALBANY, NEW YORK 12201



1 Hold the set by the stub with your left hand. Then, turn the left hand over to the left so that the various parts fan out against your right hand as shown above.



2 Continue to hold the stub with your left hand. With your right hand, grasp the fanned out sheets at bottom center below the carbon. You will notice the carbon is shorter than the sheets.

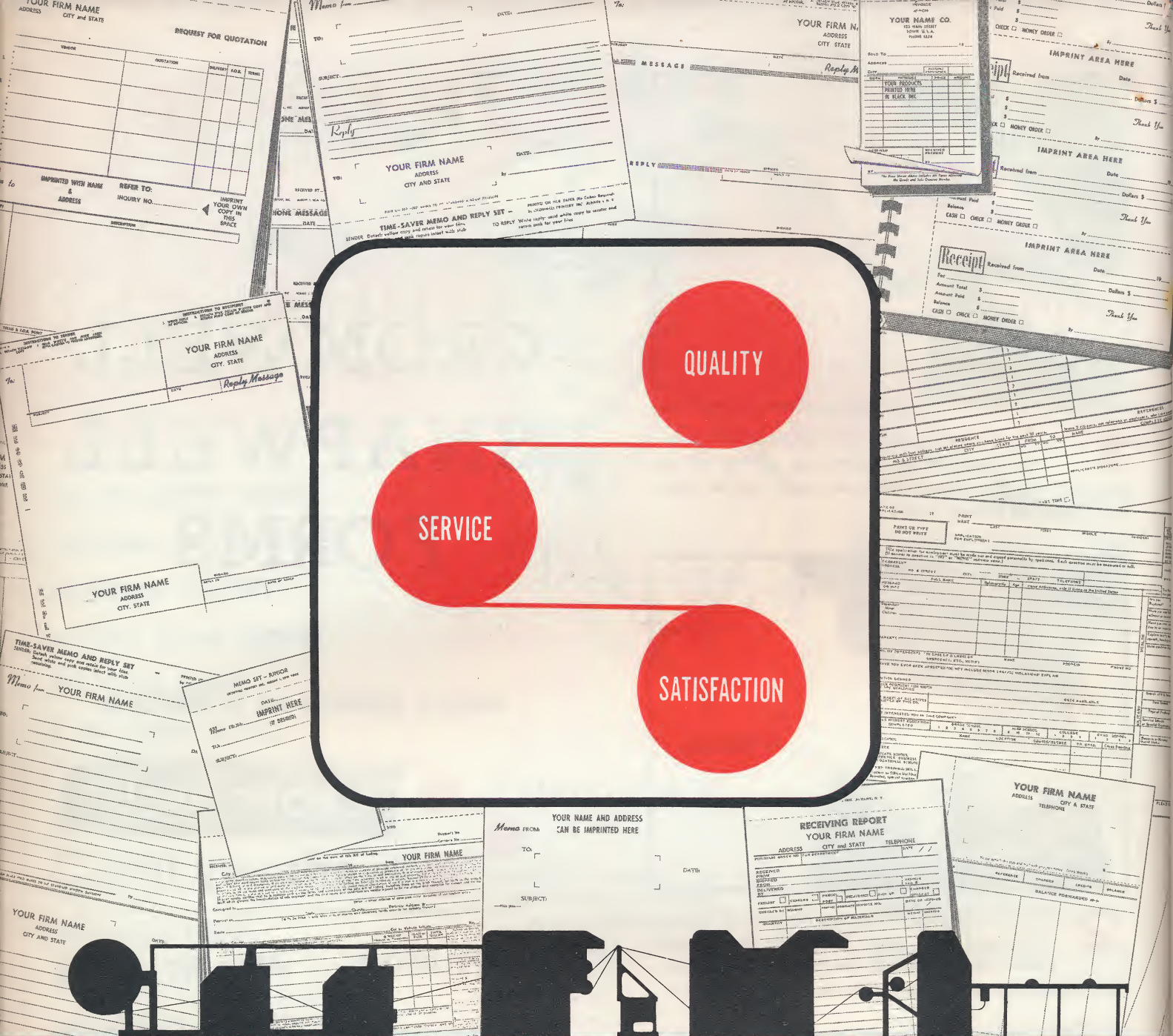


3 Hold firm with left hand, snap with right. Sheets will break clean from the stub perforation one at a time. Pulling from the bottom center is important. Pulling from corners tends to make sheets tear.



The carbon, still attached to the stub, should be thrown away. Your hands never touch it.

4



serving you better

with the best

at lower cost

Memo FROM:

TO:

┌

┐

DATE:

└

┘

SUBJECT:

—FOLD HERE—

by _____

Memo FROM:

TO:

┌

┐

DATE:

└

┘

SUBJECT:

—FOLD HERE—

by _____

CODE 00303

CROMWELL PRINTERY, INC., ALBANY 1, NEW YORK
Printed on NCR paper (No Carbon Required)

2 Part Memo Set

Memo FROM:

TO:



DATE:



SUBJECT:

—FOLD HERE—

by _____

Memo-Set

CROMWELL PRINTERY, INC., ALBANY 1, NEW YORK

Memo-Set

4 PART SET



WORN OUT CARBON PAPER?

No chance of error when you use Cromwell's NCR (no carbon required) Sales Books. Clean working NCR paper eliminates messy carbon sheets in this 3 $\frac{3}{8}$ " x 6" size book. Bound 50 sets in a sturdy wrap-around cover, these Cromwell Sales Books are a boon to busy sales personnel. Original sheet on white bond and duplicate sheet on canary stock. Write for free sample and a Cromwell Business Forms File Folder.



cromwell
printery inc.

*printers and
lithographers
since 1924*

CHURCH AT BLEECKER

ALBANY 1, NEW YORK

TELEPHONE: HO 2-5567



ORDER BLANK BUSINESS FORMS ITEMS

CHURCH AT BLEECKER

ALBANY 1, N. Y.

No items shipped on open account unless you are rated or we have had business dealings with you before. You can avoid delay by sending cash with first order. See our money back guarantee.

DATE OF ORDER _____

BILL TO _____

ADDRESS _____

CITY _____ ZONE _____ STATE _____

SHIP TO _____

ADDITIONAL SHIPPING OR HANDLING INSTRUCTIONS _____

Your order will be shipped according to the delivery schedules shown for each item. Stock items which do not require imprinting will be shipped immediately. If we encounter a delay in our delivery schedules or if your order requires more than two weeks for completion, we will advise you, giving a definite delivery date.

QUANTITY	ITEM	PRICE		AMOUNT	
TOTAL AMOUNT OF ORDER — F. O. B. FACTORY					

SIGNATURE _____ TITLE _____

CHECK ENCLOSED (WE PAY DELIVERY CHARGES)

PLEASE PRINT FORM HEADING BELOW (Name, Address, Slogan, Etc.)

SPECIAL INSTRUCTIONS

Your stationery should always accompany order to avoid errors in printing. Arrangement of copy and size and style of type is left to the discretion of factory unless otherwise stated on this order. Proofs on special request only. Specify color only if choice is available.

NUMBERING FROM

_____ TO _____

OTHER

✓ BUYERS INITIALS _____